

SPECIAL PROVISIONS

RT 3 HACKENSACK RIVER (EB AND WB) REHABILITATION BOROUGH OF EAST RUTHERFORD, BERGEN COUNTY TOWN OF SECAUCUS, HUDSON COUNTY CONTRACT NO. 008994170 FEDERAL PROJECT NO. BR-0054(202)

AUTHORIZATION OF CONTRACT

The Contract is authorized by the provisions of Title 27 of the Revised Statutes of New Jersey and supplements thereto, and Title 23 of the United States Code - Highways.

SPECIFICATIONS TO BE USED

The 2007 Standard Specifications for Road and Bridge Construction, of the New Jersey Department of Transportation as amended herein will govern the construction of this Project and the execution of the Contract.

These Special Provisions consist of the following:

Pages 1 to 33 inclusive.

General wage determinations issued under Davis-Bacon and related acts, published by US Department of Labor, may be obtained from the Davis-Bacon web site at <http://www.access.gpo.gov/davisbacon/nj.html> under the appropriate county, select the construction type heading: HIGHWAY.

Pay the prevailing wage rates determined by the United States Secretary of Labor and the New Jersey Department of Labor. If the prevailing wage rate prescribed for any craft by the United States Secretary of Labor is not the same as the prevailing wage rate prescribed for that craft by the New Jersey Department of Labor, pay the higher rate.

State wage rates may be obtained from the New Jersey Department of Labor & Workforce Development (Telephone: 609-292-2259) or by accessing the Department of Labor & Workforce Development's web site at http://lwd.dol.state.nj.us/labor/wagehour/wagehour_index.html The State wage rates in effect at the time of award are part of this Contract, pursuant to Chapter 150, Laws of 1963 (NJSA 34:11-56.25, et seq.).

If an employee of the Contractor or subcontractor has been paid a rate of wages less than the prevailing wage, the Department may suspend the Work, and declare the Contractor in default.

The following FHWA funded project Attachments that are located after Division 1000 in these Special Provisions:

1. Required Contract Provisions, Federal-Aid Construction Contracts (Form FHWA-1273).
2. Standard Federal Equal Employment Opportunity Construction Contract Specifications (Executive Order 11246).
3. Notice of Requirement for Affirmative Action to Ensure Equal Employment Opportunity (Executive Order 11246).
4. State of New Jersey Equal Employment Opportunity for Contracts Funded by FHWA.
5. Disadvantaged Business Enterprise Utilization Attachment, FHWA Funded Contracts

- 5(A) The Incentive Program, Disadvantaged Business Enterprise Utilization Attachment for FHWA Funded Contracts.
- 6. Equal Employment Opportunity Special Provisions.
- 7. Special Contract Provisions for Investigating, Reporting, and Resolving Employment Discrimination and Sexual Harassment Complaints.

DIVISION 100 – GENERAL PROVISIONS

SECTION 101 – GENERAL INFORMATION

101.03 TERMS

THE FOLLOWING TERMS ARE CHANGED.

Completion.

(3) IS CHANGED TO:

3. the Contractor has satisfactorily executed and delivered to the RE all documents, including federal form FHWA-47 “Contractor’s Statement of Materials and Labor” according to 23CFR 635, certifications, and proofs of compliance required by the Contract Documents, it being understood that the satisfactory execution and delivery of documents, certificates, and proofs of compliance is a requirement of the Contract.

pavement structure. The combination of pavement, base courses, and when specified, a subbase course, placed on a subgrade to support the traffic load and distribute it to the roadbed (see Figure 101-1). These various courses are defined as follows:

1. **pavement.** One or more layers of specified material of designed thickness at the top of the pavement structure.
2. **base course.** One or more layers of specified material of designed thickness placed on the subgrade or subbase.
3. **subbase.** One or more layers of specified material of designed thickness placed on the subgrade.

101.04 INQUIRIES REGARDING THE PROJECT

1. **Before Award of Contract.**

THE FIRST PARAGRAPH IS CHANGED TO:

Submit inquiries and/or view other questions/answers by following the format prescribed on the project’s electronic bidding web page.

2. **After Award of Contract.**

North Region
Mr. Carl F. Kneidinger, Regional Construction Engineer
200 Stierli Court
Mt. Arlington, NJ 07856-1322
Telephone: 973-770-5025

SECTION 102 – BIDDING REQUIREMENTS AND CONDITIONS

102.02 BIDDER REGISTRATION AND DOWNLOADING OF THE PROPOSAL DOCUMENTS

THE LAST SENTENCE OF THE FIRST PARAGRAPH IS CHANGED TO:

The Bidder shall not alter or in any way change the software.

102.03 REVISIONS BEFORE SUBMITTING A BID

THE SECOND PARAGRAPH IS CHANGED TO:

The Bidder shall acknowledge all addenda posted through the Department's website. The addenda acknowledgement folder is included in the Department's electronic bidding file. The Department has the right to reject the bid if the Bidder has not acknowledged all addenda posted.

102.04 EXAMINATION OF CONTRACT AND PROJECT LIMITS

3. Existing Plans and As-Built.

Existing Plans and As-builts used are as follows:

- a. Route 3 (1927) Section 2D, dated August 1947
- b. Route 3 (1927) Section 2F, dated June 1951
- c. Route 3 (1953) Section 1, dated April 1959
- d. Route 3 (1953) Section 1B, dated June 1961
- e. Route 3 (1953) Section 1C, dated October 1961
- f. Route 3 (1953) Section 1D, dated June 1962
- g. Route 3 (1953) Section 1 E, dated October 1962
- h. Route 3 (1953) Section 1F & 1G, dated August 1963
- i. Route 3 (1953) Section 1P Access Ramps
- j. General Property Parcel Map for Route 3 (Rev 1927) Section 2, dated February 1929
- k. General Property Parcel Map for Route 3 (1927) Section 2F, dated April 1951
- l. General Property Parcel Map for Route 3 (Rev 1953) Section 1, dated February 1961
- m. General Property Parcel Map for Route 3 (Rev 1927) Section 2, dated February 1929
- n. "MAP SHOWING, TIDE MARSH LANDS, TO BE ACQUIRED ON, ROUTE 3 (1953) SECTION 1" dated August 1963

SECTION 104 – SCOPE OF WORK

104.03.04 Contractual Notice

THE SECOND PARAGRAPH IS CHANGED TO:

Immediately provide written notice to the RE of a circumstance that is believed to be a change to the Contract. If notice is not provided on Contractual Notice (Form DC-161), include the following in the initial written notice:

1. A statement that this is a notice of a change.
2. The date when the circumstances believed to be a change were discovered.
3. A detailed and specific statement describing the nature and circumstances of the change.
4. If the change will or could affect costs to the Department.
5. If the change will or could affect Contract Time as specified in 108.11.01.C.

In addition to the hard copy of the notice, email the notice to the RE. It is not necessary to attach listed documents to the email.

104.03.09 Delay Damages

1. Non-Productive Activity.

e. Equipment.

THE FIRST SENTENCE IS CHANGED TO:

If as the result of the delay, equipment cannot be used for any active work, and is directed by the RE to remain on the work site during the delay, the Department will make payment as specified in 104.03.08.7.a.5.

SECTION 105 – CONTROL OF WORK

105.05 WORKING DRAWINGS

THE SECOND PARAGRAPH IS CHANGED TO:

Ensure that working drawing submissions also conform to the Department design manuals and other Department standards for the proposed work. Ensure that working drawings are signed and sealed by a Professional Engineer. After Award, the Department will provide additional formatting information, the number of copies required, and the designated design unit to which the Contractor shall submit working drawings.

105.07.01 Working in the Vicinity of Utilities

A. Initial Notice.

ELECTRIC

Public Service Electric & Gas – Palisades Division
James Lizer
325 County Avenue
Secaucus, NJ 07094
Tel. 201-330-6582
Fax. 201-223-4218
Email: james.lizer@pseg.com

TELEPHONE

MCI Worldcom
Gary Pasqua
1 North Broadway
Suite 710
White Plains, NY 10601
Tel. 914-461-2102

TELEPHONE

ATT/TCG
Carlo Verdi
175 West Main Street
Freehold, NJ 07728
Tel. 732-577-8062

TELEPHONE

Verizon
Sandra Kruger
1500 Teaneck Road
Teaneck, NJ 07666
Tel. 201-541-9969

CABLE

Comcast
Joe Sheedy
171 River Road
North Arlington, NJ 07031
Tel. 201-997-7522

CABLE

Cablevision
Dennis Haney

40 Potash Road
Oakland, NJ 07436
Tel. 845-986-0221 ext. 248

CABLE

AboveNet
Mario Santo
111 8th Avenue
Suite 1201
New York, NY 10011
Tel. 212-803-5656

WATER

United Water
Owen Blake
700 Kinderkamack Road
Oradell, NJ 07649
Tel. 201-538-0361
Fax. 201-225-5113

B. Locating Existing Facilities.

2.

Bureau of Traffic Operations, North Region (TOCN)
670 River Drive
Elmwood Park, NJ 07407-1347
Telephone: 201-797-3575

3.

Bureau of Electrical Maintenance, North Region
200 Stierli Court
Mt. Arlington, NJ 07856-1322
Telephone: 973-770-5065

105.07.02 Work Performed by Utilities

Company Name & Address	Contact Person	Number of Day Advance Notice
ELECTRIC Public Service Electric & Gas	James Lizer Tel. 201-330-6582	12 Weeks

ELECTRIC - Public Service Electric & Gas (PSE&G)

ROUTE 3 EASTBOUND

PSE&G will install two riser poles in Meadowlands Parkway, one on each side of the bridge. Temporary underground conduits and wiring will be installed in order to de-energize the existing aerial lines under the bridge. The overhead lines will remain de-energized until all required work which would violate the High Voltage Proximity Act have been accomplished.

ROUTE 3 WESTBOUND

PSE&G will install two riser poles in Meadowlands Parkway, one on each side of the bridge. Temporary underground conduits and wiring will be installed in order to de-energize the existing aerial lines under the bridge. The overhead lines will remain de-energized until all required work which would violate the High Voltage Proximity Act have been accomplished.

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PSE&G estimates that 45 working days are needed to complete the work.

105.08 ENVIRONMENTAL PROTECTION

THE TENTH PARAGRAPH IS CHANGED TO:

3. **Navigable Waters.** If work is required over, on, or adjacent to navigable waters, do not interfere with the free navigation of the waterways, and ensure that the existing navigable depths are not reduced, except as allowed by permits issued for the Project. Before beginning work in or over a navigable waterway notify the Coast Guard and other agencies specified by permit condition. At least 30-days prior to commencement of any work provide the Coast Guard for review and approval, a copy of the Construction Plans, contractor's Schedule, preferably depicted in a timeline graphic format, and the contractor's daily hours of operation. The Construction Plan package must show the following:
 - A. A plan of the entire waterway area in the vicinity of the project
 - B. The location of work barges and any anchor lines during working and non-working hours
 - C. A drawing must be included, if applicable, depicting any scaffolding or containment used indicating the location and total vertical or horizontal channel reduction. All vertical clearance reductions below low steel under the bridge as the result of the use of scaffolding must be clearly detailed on the drawings and shown in total feet.
 - D. Emergency 24 hour telephone numbers for all responsible individuals for this project must be submitted before any phase of construction begins.

Coast Guard Contact:

J. M. Arca, Deputy Chief, Bridge Branch
United States Coast Guard, First District
Battery Park Bldg.
1 South Street
New York, NY 10004-1466
Phone: (212) 668-7069
Fax: (212) 668-7967
Email: joe.m.arca@uscg.mil

SECTION 107 – LEGAL RELATIONS

107.04 NEW JERSEY CONTRACTUAL LIABILITY ACT

THE FOURTH PARAGRAPH IS CHANGED TO:

For purposes of determining the date of "completion of the contract" pursuant to N.J.S.A. 59:13-5, "completion of the contract" occurs on the date that the Contractor provides written notice to the Department of Acceptance or conditional Acceptance of the Proposed Final Certificate or the 30th day after the Department issues the Proposed Final Certificate, whichever event occurs first.

107.09 INDEPENDENT CONTRACTOR

THE SECOND SENTENCE IS CHANGED TO:

It shall neither hold itself out as, nor claim to be, an officer or employee of the Department by reason hereof.

107.12.01 Satisfying the Notice Requirements

THE FOLLOWING IS ADDED TO THE SECOND PARAGRAPH:

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Upon request, provide the RE with 3 copies of all documentation submitted in support of the claim.

107.12.02 Steps

3. Step III, Claims Committee.

THE SECOND PARAGRAPH IS CHANGED TO:

The Claims Committee will not review a claim or combination of claims valued less than \$250,000 until after the receipt of conditional release as specified in 109.11. If the Contract is 75 percent complete or greater as measured by Contract Time or Total Adjusted Contract Price, the Claims Committee will not review a claim or combination of claims valued more than \$250,000 until after receipt of conditional release as specified in 109.11. If the Claims Committee does not review a claim or combination of claims before Completion, the Claims Committee will review the claim or combination of claims at a single session of the Claims Committee after the receipt of the conditional release as specified in 109.11 and all claims have been reviewed at Steps I and II of the Claims Resolution Process. When reviewing a combination of claims, the Claims Committee will not review any individual claim valued less than \$20,000.

SECTION 108 – PROSECUTION AND COMPLETION

108.01 SUBCONTRACTING

1. Values and Quantities.

1.
Specialty Items are as listed below:

Above and below bridge deck lighting items.
Electrical wire items.

THE THIRD PARAGRAPH IS CHANGED TO:

If a partial quantity of work for a unit price Item is subcontracted, the Department will determine the value of the work subcontracted by multiplying the price of the Item by the quantity of units to be performed by the subcontractor.

THE FOURTH PARAGRAPH IS CHANGED TO:

If only a portion of work of an Item is subcontracted, the Department will determine the value of work subcontracted based on the value of the work subcontracted as indicated in the subcontract agreement and as shown in a breakdown of cost submitted by the Contractor.

108.02 COMMENCEMENT OF WORK

THE SUBPART 4 IN THE FIRST PARAGRAPH IS CHANGED TO:

4. Progress schedule as specified in 153.03

108.06 NIGHT OPERATIONS

2. Visibility Requirements for Workers and Equipment.

THE FIRST PARAGRAPH IS CHANGED TO:

Ensure that workers wear a 360° high-visibility retroreflective safety garment meeting ANSI/ISEA Class 3, Level 2 standards.

108.08 LANE OCCUPANCY CHARGES

THE SECOND PARAGRAPH IS CHANGED TO:

The RE will keep record of each occurrence as well as the cumulative amount of time that a lane is kept closed beyond the lane closure schedule and provide the record to the Contractor. The Department will calculate the lane occupancy charge by multiplying the length of time of the delayed opening, in minutes, by the rate of \$10 per minute per lane, unless otherwise specified in the Special Provisions. The total amount per day for the lane occupancy charge that the Department will collect will not exceed \$10,000.00.

THE FOLLOWING IS ADDED:

The rate to calculate the Lane Occupancy Charge is as follows:

Description	Rate
<u>Route 3 Eastbound</u>	
Overrun of "Three Lanes Maintained" time limits	\$10 / Minute
Overrun of "Two Lanes Maintained" time limits	\$80 / Minute
Overrun of "One Lane Maintained" time limits	\$40 / Minute
<u>Route 3 Westbound</u>	
Overrun of "Two Lanes Maintained" time limits	\$10 / Minute
Overrun of "One Lane Maintained" time limits	\$10 / Minute

108.10 CONTRACT TIME

- A. Complete all work required for Substantial Completion on or before September 10, 2012.
- B. Achieve Completion on or before December 4, 2012.

108.11.01 Extensions to Contract Time

B. Types of Delays.

2. Excusable, Non-Compensable Delays.

THE LAST PARAGRAPH IS CHANGED TO:

If approved excusable, non-compensable delays exceed a total of 90 days, the time in excess of 90 days will become excusable and compensable as specified in 108.11.01.B.3.

108.19 COMPLETION AND ACCEPTANCE

THE FOLLOWING IS ADDED:

No Incentive Payment for Early Completion is specified for this project.

108.20 LIQUIDATED DAMAGES

Liquidated damages are as follows:

- A. For each day that the Contractor fails to complete the work as specified in Subpart B of Subsection 108.10 of these Special Provisions, for Substantial Completion, the Department will assess liquidated damages in the amount of \$14,200.00.

B. For each day that the Contractor fails to achieve Completion as specified in Subpart C of Subsection 108.10 of these Special Provisions, the Department will assess liquidated damages in the amount of \$2,100.00.
THE FOLLOWING IS ADDED:

When the Contractor may be subjected to more than one rate of liquidated damages established in this Section, the Department will assess liquidated damages at the higher rate.

109.01 MEASUREMENT OF QUANTITIES

THE SECOND PARAGRAPH IS CHANGED TO:

The Department will designate Items as Measured Items or as Proposal Items by having a suffix of M or P in the Item number respectively. The Department will measure quantities of Measured Items for payment.

109.02 SCOPE OF PAYMENT

THE THIRD SENTENCE OF THE FIRST PARAGRAPH IS CHANGED TO:

The Department will not make additional or separate payment for work or portion of work unless specifically provided for in the "Measurement and Payment" Subsection.

109.07 BONDS POSTED IN LIEU OF RETAINAGES

THE FIRST PARAGRAPH IS CHANGED TO:

The Contractor may deposit negotiable bonds of the State or any of its political subdivisions, which have been approved by the Department, in an escrow account to secure release of all or a portion of the retainage withheld as specified in [109.05](#). Establish the account under the provisions of an escrow agreement to be entered into between the Contractor, the Department, and a bank located in the State that is an authorized depository with a trust department. Pay the charges of the bank for services rendered according to the terms and conditions of the escrow agreement.

DIVISION 150 – CONTRACT REQUIREMENTS

SECTION 152 – INSURANCE

152.03.01 Owner’s and Contractor’s Protective Liability Insurance

A. Policy Requirements.

THE FOURTH SENTENCE OF THE FIRST PARAGRAPH IS CHANGED TO:

Ensure that policies are underwritten by companies with a current A.M. Best rating of A- with a Financial Size Category of VII or better.

SECTION 153 – PROGRESS SCHEDULE

153.03.01 CPM Progress Schedule

THE THIRD PARAGRAPH IS CHANGED TO:

The Contractor may propose alternate staging. Ensure that proposed alternate staging does not interfere with work done by Others without written concurrence from the affected Others. The Department may reject the proposed alternate staging if it causes an increase to the cost of work done by Others. The Contractor is responsible for the cost of changes or additional work required as a result of completing the work according to the proposed alternate staging.

153.03.02 CPM Progress Schedule Updates

THE LAST PARAGRAPH IS CHANGED TO:

If the project falls behind schedule for nonexcusable delays, so that the schedule indicates that the Work will not be completed by the Completion date, as specified in 108.10, take the necessary steps to improve progress. Under such circumstances, the RE may direct the Contractor to increase the number of shifts, begin overtime operations, work extra days including weekends and holidays, and supplement its construction plant. Furthermore, the RE may require the Contractor to submit for approval a recovery schedule showing how the Contractor proposes to meet the directed acceleration.

153.04 MEASUREMENT AND PAYMENT

THE THIRD PARAGRAPH IS CHANGED TO:

If the Contractor’s CPM Progress Schedule update is not approved by the date of the progress meeting for the following update, the Department will assess liquidated damages to recover the Department’s increased administrative costs. The Department will assess damages for each delinquent update as follows:

SECTION 155 – CONSTRUCTION FIELD OFFICE

155.03.01 Field Office

4. Communication Equipment.

- a. Telephones.** Provide 3 cordless phones with auto-switching.
- c. Cell Phones.** Provide 4 cellular phones. Ensure the cellular phone plan provides for unlimited mobile to mobile in-network usage, unlimited push-to-talk/ walkie-talkie usage and an anticipated monthly usage of 900 any-time minutes for each phone. Ensure the phones are on the same plan. Ensure the

cellular phone plan has a home rate with no roaming charges within the state. Ensure each cellular phone has the following features:

1. Push to Talk / Walkie-Talkie capable
2. Camera with 1 megapixel picture capability
3. Battery life capable of 180 minutes of continuous use and 72 hours of standby use
4. Equipped with a hands-free headset
5. Base charger and car charger

d. Computer System. Provide a computer system meeting the following requirements:

2 computer configurations each meeting the following:

1. Equipped with an Intel Pentium IV processor with Hyper Threading technology having a clock speed of 3.5 GHz or faster, 4 GB RAM, 512 MB Video RAM, 200 Gigabyte hard drive designated as drive C, one DVD (+/-) Writer Drive, one CD-R Recordable Drive. Ensure the system is USB 2.0 compatible and has at least two front USB ports. Include keyboard, optical mouse and 2 piece desktop speakers.
2. Wired Router with appropriate number of ports and cables and a print server. Ensure there is at least one wired Ethernet switch.
3. High-speed broad band connection and service with a minimum speed of 3 Megabytes per second (mbps) with dynamic IP address for the duration of the project.
4. 19 inch or larger Flat Screen LCD monitor with tilt/swivel capabilities.
5. 250 Megabyte or larger Zip Drive internal or external with backup software for MS-Windows and DOS, and fifteen corresponding formatted data cartridges corresponding to the tape drive size.
6. 1 Flatbed USB version 2.0 or greater Color Scanner with automatic document feed.
7. Uninterruptible power supply (UPS).
8. Surge protector for the entire computer configuration to be used in conjunction with the UPS.
9. 2 computer workstations, chair, printer stand, and/or table having both appropriate surface and chair height.
10. One can of compressed air and screen cleaning solution every other month of the duration of the contract.

Ensure one computer has a 56K baud data/fax modem. If more than one computer configuration is specified, provide one network interface card for the base computer configuration and hardware connections between computer configurations as directed by the RE.

Also provide:

- 5 USB 8 GB Flash/Jump memory drives
- 100 CD-R 700 MB (or larger) recordable CD's compatible with the CD drive and 100 recordable DVD's.
- 4 CD/DVD Holder (each holds 50)

1 color laser printers and supplies as follows:

1. HP PCL 5 emulation, with a minimum of 192 Megabytes of expanded memory, printer cable, and legal size paper tray .
2. One set of printer ink cartridges every other month for the duration of the construction project for each printer.

Software as follows:

1. Microsoft Windows, latest version with future upgrades for the duration of the entire project. Ensure 1 computer has a Microsoft Windows XP; 32 Bit Operating System for ACES, Extra and Groupwise.
2. Microsoft Office Professional, latest version.
3. Norton's System Works for Windows, latest version, or compatible software package with future upgrades and latest virus patches.

4. Anti-Virus software, latest version with monthly updates for the duration of the contract.
5. Visio Professional Graphics Software for Windows, latest version
6. Primavera Project Planner, latest version
7. PaperPort, latest version, for Scanner

THE THIRD PARAGRAPH IS CHANGED TO:

When the computer system is no longer required by the RE, the Department will remove and destroy the hard drive, and return the computer system to the Contractor. The Department will retain other data storage media.

6. Office Equipment.

2. 1 digital camera(s). Ensure each digital camera has auto-focus, with rechargeable batteries and charger, 256 MB memory card, USB Memory Card Reader compatible with camera and field office computer, 1.5 inch LCD monitor, 7 mega pixel resolution, 10 X optical zoom lens, built in flash, image stabilization, computer connections, and a carrying case
3. 1 video camcorder(s). Ensure each video camcorder is a mini DVD camcorder with 10 optical zoom, 2" LCD monitor, USB 2.0 compatible and includes USB 2.0 connections.

7. Inspection Equipment.

1. 2 Calculators with trigonometric capability
2. 1 Date/ Received stamp and ink pad
3. 3 Carpenter rulers
4. 1 Steel tape, 100 feet
5. 1 Cloth tape, 100 feet
6. 1 Illuminated measuring wheel
7. 1 Plumb bob and cord
8. 1 Line level and cord
9. 1 Surface thermometer
10. 1 Concrete thermometer
11. 1 Digital infrared asphalt thermometer
12. 1 Direct Tension Indicator (DTI) Feeler Gage, 0.005 inch
13. 1 Sledge hammer, 8lb
14. 4 Hard hats - orange, reflectorized hard hats according to ANSI Z89.1
15. 4 Safety garments – orange, reflectorized, 360° high visibility safety garments according to ANSI/ISEA Class 3, Level 2 standards. To be replaced yearly for the duration of the contract.
16. 4 Sets of rain gear with reflective sheeting
17. 4 Sets of hearing protection with a Noise Reduction Rating of 22 dB
18. 4 Sets of eye protection according to ANSI Z87.1
19. 1 Sets of fall arrest equipment according to ANSI Z359.1 standards consisting of a full body harness, lanyard and anchor
20. 1 Light meter - capable of measuring the level of luminance in foot-candles
21. 4 Lantern flashlight, 6V with monthly battery replacements
22. 1 Digital Psychrometer.
23. 1 Testing equipment and apparatus conforming to AASHTO T23, T119, T152.
24. 4 Hard Bound Daily Diaries, 5-1/2" X 8" minimum with one day per page. To be provided yearly for the duration of the contract.
25. 275 Legal size hanging folders.
26. 275 Legal size manila folders – three tab.

155.03.03 Telephone Service

THIS SUBPART IS CHANGED TO:

Telephone service consists of monthly charges for telephone and cellular phones provided for the field office and materials field laboratory excluding set up charges.

155.04 MEASUREMENT AND PAYMENT

THE THIRD PARAGRAPH IS CHANGED TO:

The Department will make payment for TELEPHONE SERVICE for the actual costs of the charges as evidenced by paid bills submitted within 60 days of receipt from the service provider for telephone and cell phones.

SECTION 156 – MATERIALS FIELD LABORATORY AND CURING FACILITY

156.03 PROCEDURE

156.03.01 Materials Field Laboratory

4. Communication Equipment.

- c. Cell Phones.** Provide 4 cellular phones. Ensure the cellular phone plan provides for unlimited mobile to mobile in-network usage, unlimited push-to-talk/ walkie-talkie usage and an anticipated monthly usage of 900 any-time minutes for each phone. Ensure the phones are on the same plan. Ensure the cellular phone plan has a home rate with no roaming charges within the state. Ensure each cellular phone has the following features:

1. Push to Talk / Walkie-Talkie capable
2. Camera with 1 megapixel picture capability
3. Battery life capable of 180 minutes of continuous use and 72 hours of standby use
4. Equipped with a hands-free headset
5. Base charger and car charger

- d. Computer System.** Provide a computer system meeting the following requirements:

1 computer configuration meeting the following:

1. Equipped with an Intel Pentium IV processor with Hyper Threading technology having a clock speed of 3.5 GHz or faster, 2 GB RAM, 512 MB Video RAM, 200 Gigabyte hard drive designated as drive C, one DVD (+/-) Writer Drive, one CD-R Recordable Drive. Ensure the system is USB 2.0 compatible and has at least two front USB ports.
2. Wireless Ethernet Hub Switch with appropriate number of ports and cables and a print server.
3. High-speed broad band connection and service with a minimum speed of 3 Megabytes per second (mbps) with dynamic IP address for the duration of the project.
4. 19 inch or larger Flat Screen LCD monitor with tilt/swivel capabilities.
5. 250 Megabyte or larger Zip Drive internal or external with backup software for MS-Windows and DOS, and fifteen corresponding formatted data cartridges corresponding to the tape drive size.
6. 1 Flatbed USB version 2.0 Color Scanner with automatic document feed.
7. Uninterruptible power supply (UPS).
8. Surge protector for the entire computer configuration to be used in conjunction with the UPS.
9. 1 computer workstations, chair, printer stand, and/or table having both appropriate surface and chair height.
10. One can of compressed air and screen cleaning solution every other month of the duration of the contract.

Ensure one computer has a 56K baud data/fax modem. If more than one computer configuration is specified, provide one wireless network card for the base computer configuration and hardwire connections between computer configurations as directed by the RE.

Also provide:

10 USB 2 GB Flash/Jump memory drives
100 CD-R 700 MB (or larger) recordable CD's compatible with the CD drive and 100 recordable DVD's.
4 CD/DVD Holder (each holds 50)

1 color laser printer and supplies as follows:

1. HP PCL 5 emulation, with a minimum of 192 Megabytes of expanded memory, printer cable, and legal size paper tray.
2. One set of printer ink cartridges every other month for the duration of the construction project for each printer.

THE THIRD PARAGRAPH IS CHANGED TO:

When the computer system is no longer required by the ME, the Department will remove and destroy the hard drive, and return the computer system to the Contractor. The Department will retain other data storage media.

SECTION 157 – CONSTRUCTION LAYOUT AND MONUMENTS

157.03.01 Construction Layout

THE SEVENTH PARAGRAPH IS CHANGED TO:

Provide the Utilities with the layout needed to install relocated utility facilities and coordinate the Work. Ensure that relocated facilities do not conflict with proposed construction, including High Voltage Proximity Act conflicts.

SECTION 158 – SOIL EROSION AND SEDIMENT CONTROL AND WATER QUALITY CONTROL

158.03.02 SESC Measures

19. Oil-Only Emergency Spill Kit.

THE SECOND SENTENCE OF THE FIRST PARAGRAPH IS CHANGED TO:

Include Oil-only Emergency Spill Kit, Type 1 consisting of the following:

- a. 95 gallon capacity.

THE FOLLOWING MEASURE IS ADDED:

20. **Construction Driveway, Wood Mats.** Construct squared timbers cabled close together and placed on top of stabilization geotextile. The squared timbers shall be a minimum of 4 inches square. Drill a 1/4-inch diameter hole from approximately 12 inches to 24 inches from each end of each timber. Connect the timbers together by threading a 3/16-inch galvanized steel cable through the holes and loop the cable at each end for ease of transport. Connect mats if needed to reduce movement. Size the wood mats for construction loads and soil strength. Minimize disturbance of root mats of the vegetation during installation or removal. The contractor may use commercially built wood pallets sized for construction loads and soil strength with approval. Maintain the wood mats by replacing damaged timbers or by replacing entire mat.

158.04 MEASUREMENT AND PAYMENT

THE FOLLOWING ITEM IS ADDED:

Item
CONSTRUCTION DRIVEWAY, WOOD MATS

Pay Unit
SQUARE YARD

SECTION 159 – TRAFFIC CONTROL

159.03.02 Traffic Control Devices

1. Construction Signs.

THE FOLLOWING IS ADDED:

This work also consists of installing temporary construction signs on the existing GO and GOX signs.

2. Construction Barrier Curb.

THE LAST PARAGRAPH IS CHANGED TO:

Provide top and side mounted flexible delineators on the construction barrier curb. For delineators located on the right side when facing in the direction of traffic, ensure that the retroreflective sheeting is white. For delineators located on the left side when facing in the direction of traffic, ensure that the retroreflective sheeting is yellow. Attach flexible delineators according to the manufacturer's recommendations.

Starting at the beginning of the construction barrier curb section mount top delineators at 100-foot intervals on tangent sections, curves of radii greater than 1,910 feet, and at 50-foot intervals on curves of radii of 1,910 feet or less.

Mount side delineators at the lead end of each barrier segment with the top of the delineator 3 inches from the top of the barrier.

6. Traffic Control Truck with Mounted Crash Cushions.

THE LAST SENTENCE IS CHANGED TO:

Submit drawings to the RE detailing the manner of securing the ballast, signed and sealed by a Professional Engineer, certifying that it is capable of withstanding the impact forces for which the impact attenuator is rated.

159.03.08 Traffic Direction

A. Flagger.

THE LAST SENTENCE IS CHANGED TO:

Ensure that the flagger is equipped with a STOP/SLOW paddle and follows MUTCD flagging procedures.

SECTION 160 – PRICE ADJUSTMENTS

160.03.01 Fuel Price Adjustment

THROUGHOUT THIS SUBPART, TABLE 161.03.01-1 IS CHANGED TO TABLE 160.03.01-1

THE THIRD PARAGRAPH IS CHANGED TO:

If the as-built quantity of an Item listed in Table 160.03.01-1 differs from the sum of the quantities in the monthly Estimates, and the as-built quantity cannot be readily distributed among the months that the Item listed in Table 160.03.01-1 was constructed, then the Department will determine fuel price adjustment by distributing the difference in the same proportion as the Item's monthly Estimate quantity is to the total of the Item's monthly estimates.

THE 25 TH LINE IN THE TABLE 160.03.01-1 IS CHANGED TO:

Rt 3 Hackensack River (EB and WB) Rehabilitation
CONTRACT NO. 008994170

HOT MIX ASPHALT ____ BASE COURSE	2.50 Gallons per Ton
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THE FOLLOWING ARE ADDED TO TABLE 160.03.01-1

Items	Fuel Usage Factor
NON-VEGETATIVE SURFACE, HOT MIX ASPHALT	2.50 Gallons per Ton
COLOR-COATED NON-VEGETATIVE SURFACE, HOT MIX ASPHALT	2.50 Gallons per Ton

DIVISION 200 – EARTHWORK

SECTION 201 – CLEARING SITE

201.03.02 Clearing Site, Bridge and Clearing Site, Structure

THE FOLLOWING IS ADDED TO THE FIRST PARAGRAPH.

Only the following equipment is permitted for the work:

- 1. Pneumatic or Electric Equivalent Hand Operated Hammers.**
 - a. When demolishing concrete not closer than 6 inches to structural members: hammers weighing no more than 90 lbs (exclusive of bit), equipped only with chisel point bits.
 - b. When demolishing concrete within 6 inches of structural members: hammers weighing no more than 30 lbs (exclusive of bit).
- 2. Saw Cutters.**
 - a. When cutting concrete within 6 inches of structural members: concrete cutters and concrete saws. While using water in the cutting operation, provide shielding beneath the cutting operation to prevent water leakage. Continuously collect slurry and dispose of as specified in 201.03.09. Ensure that the slurry does not enter the structure or highway drainage system.
- 3. Hydraulic Breakers.** Ram-hoe type breakers, hydraulic breakers, and demolition shears may be used with the following restrictions:
 - a. Submit required data to the RE for Department's analysis of stresses induced to the girders.
 - b. Delineate the centerline and limits of the top flange of girders before the equipment operation.
 - c. Do not use equipment within 6 inches of the delineated flanges.
 - d. Do not pull or twist the reinforcement steel.
- 4. Hydraulic Splitters.** Hydraulic splitters.
- 5. Other Equipment.** Obtain RE approval before use.

THE FOLLOWING IS ADDED:

The procedure is described below:

- 2. Steel Stringers, Floorbeams, Cross Frames, and Diaphragms.**
 - a. Repair procedures to tensile components in conformance with ASTM A 6/A 6M and the following:
 - 1 Repair gouges up to 1/8 inch by grinding flush in the direction of principal stress.
 - 2 Repair gouges deeper than 1/8 inch by first grinding; then, depositing weld metal and grinding flush with the surface of the metal in the direction of principal stress. Weld using low hydrogen electrodes conforming to current AWS Specifications A5.1 and A5.5.
 - 3 Repair kinks and deformations by flame straightening or a combination of flame straightening and jacking. Ensure flame straightening is performed by personnel having a minimum of three years of documented experience. Submit the names of the personnel to the RE for review and approval prior to performing the work.
 - b. Repair procedures to compression components for kinks and deformations as outlined in 2.a (3) above. Where more than five percent of the cross-sectional area of the member is damaged, submit a repair procedure to the RE for review and approval.

Clean and paint exposed existing top flanges of beams and top of end diaphragms with prime coat as specified in Subsection 554.03.

The Department will not make payment for any costs associated with environmental or worker protection handling, transportation, disposal, or any work necessary for meeting the requirements of regulating agencies associated with the lead or other regulated materials associated with the lead based coating system on the existing superstructure.

201.04 MEASUREMENT AND PAYMENT
THE FOLLOWING IS ADDED:

The payment schedule for “CLEARING SITE, BRIDGE (Structure No. 0204-151)” will be as follows:

The Department will not make payment for the Item CLEARING SITE, BRIDGE (Structure No. 0204-151) in excess of \$2,750,000 until Substantial Completion.

- The Department will make payment of thirty-five percent of the price bid (or \$960,000, whichever is less) upon acceptance of Stage 1 Demolition.
- The Department will make payment of fifteen percent of the price bid (or \$410,000, whichever is less) upon acceptance of Stage 2 Demolition.
- The Department will make payment of twenty percent of the price bid (or \$550,000, whichever is less) upon acceptance of Stage 3 Demolition.
- The Department will make payment of thirty percent of the price bid (or \$830,000, whichever is less) upon acceptance of Stage 4 Demolition.

The Department will not make payment for the Item CLEARING SITE, BRIDGE (Structure No. 0204-152) in excess of \$35,000 until Substantial Completion.

SECTION 202 – EXCAVATION

202.02 MATERIALS

THE FIRST IN THE LIST IS CHANGED TO:

Coarse Aggregate (No. 57, or 67)..... 901.03

203.02.01 Materials

THIS SUBPART IS CHANGED TO:

Provide materials as specified:

Soil Aggregate (I-7, I-9, I-10, I-11, I-13, and I-14)..... 901.11

DIVISION 400 – PAVEMENTS

SECTION 401 – HOT MIX ASPHALT (HMA) COURSES

401.02.02 Equipment

THE LAST PARAGRAPH IS CHANGED TO:

When an MTV is used, install a paver hopper insert with a minimum capacity of 14 tons in the hopper of the HMA paver.

401.03.01 Preparing Existing Pavement

A. Milling of HMA.

Stage	Max. time interval allowed
1 thru 4	72 hours

401.03.03 HMA Courses

D. Transportation and Delivery of HMA.

THE FIRST PARAGRAPH IS CHANGED TO:

Deliver HMA using HMA trucks in sufficient quantities and at such intervals to allow continuous placement of the material. Do not allow trucks to leave the plant within 1 hour of sunset unless nighttime lighting is provided as specified in 108.06. The RE will reject HMA if the HMA trucks do not meet the requirements specified in 1009.02. The RE will suspend construction operations if the Contractor fails to maintain a continuous paving operation. Before the truck leaves the plant, obtain a weigh ticket from a fully automatic scale. Before unloading, submit for each truckload a legible weigh ticket that includes the following:

1. Name and location of the HMA plant.
2. Project title.
3. Load time and date.
4. Truck number.
5. Mix designation.
6. Plant lot number.
7. Tare, gross, and net weight.

E. Spreading and Grading.

THE THIRD PARAGRAPH IS CHANGED TO:

The use of an MTV is optional for the construction of intermediate and surface course in the traveled way. If an MTV is used, ensure that the MTV independently delivers HMA from the HMA trucks to the HMA paver. Operate the MTV to ensure that the axle loading does not damage structures, roadway, or other infrastructure.

J. Ride Quality Requirements.

THE FIRST PARAGRAPH IS CHANGED TO:

The Department will waive the requirement for ride quality at the approaches to the Route 3 WB Bridge over Hackensack River and Meadowlands Parkway.

DIVISION 500 – BRIDGES AND STRUCTURES

SECTION 506 – STRUCTURAL STEEL

506.01 DESCRIPTION

THE SUBSECTION IS CHANGED TO:

This Section describes the requirements for furnishing and erecting bridges, structures, structural bearings, Cable Restrainers, and reinforced elastomeric bearings and associated elements that include use of structural steel and miscellaneous metals.

506.02 MATERIALS

THE FOLLOWING IS ADDED:

The restrainer cable assemblies consist of restrainer cable, swaged fittings with stud, adhesive anchors, nuts and washers and shall conform to the following requirements:

1. Provide Galvanized Cable that is $\frac{3}{4}$ inch preformed, 6 x 19, independent wire rope core (IWRC), in accordance with the requirements in Federal Specification RR-W-410D, right regular lay, manufactured of improved plow steel with a minimum breaking strength of 46 kips after galvanizing.
2. Provide swaged fittings machined from hot-rolled bars of steel conforming to AISI C1035, and annealed, suitable for cold swaging. The manufacturer's identifying mark shall be stamped on the body of the swaged fitting.
3. Provide 1 inch diameter threaded stud conforming to the requirements of ASTM A449 after galvanizing. Provide nuts conforming to AASHTO M291 (ASTM A563).
4. Provide disc springs with the dimensions shown on the plans made from steel conforming to ASTM A684, grade 1075 and painted prior to assembly with paint recommended by the manufacturer.
5. Provide galvanized 1" diameter bolts conforming to ASTM A325.
6. Provide structural steel conforming to AASHTO M270, Grade 50.
7. Provide anchors conforming to ASTM F1554, Grade 105 and hot dipped according to ASTM F2329 for the adhesive anchor system.

506.03.01 Structural Steel

E. Installing High-Strength Steel Bolts.

THE SECOND PARAGRAPH IS CHANGED TO:

Provide a Skidmore-Wilhelm calibrator or an acceptable equivalent tension measuring device on the Project during erection. Ensure that the manufacturer's representative is present during the first full day of tensioning work to provide technical assistance. Verify each lot of DTIs using the Skidmore-Wilhelm calibrator as specified in NJDOT S-3.

THE FOLLOWING IS ADDED:

- G. **Cable Restrainer.** Prior to installing the restrainers perform substructure repairs at or in the vicinity. If there are substructure repairs under the 1 inch anchor plate then increase the embedment depth of the anchors to 16 $\frac{1}{2}$ inches and do not drill holes for the adhesive anchors until the substructure repair has cured 72 hours and has attained a minimum strength of 3000 pounds per square inch. Prior to drilling, locate existing reinforcement using a non-destructive bar locator. Clearance to existing reinforcement shall be 1 inch minimum, unless otherwise approved by the engineer. Field drill holes in the bottom flange of girders at the locations shown on the plans and prepare the flange for the cable restrainer connection. Connecting parts shall have class B contact

surfaces. Record the ambient temperature at the time of installation and determine the disc spring gap (dimension "A") according to the table on the Plans. Install the cable restrainers on the expansion side of the pier as follows:

1. Slide cable restrainer stud ends through bearing bars.
2. Place nuts and plate washer on fixed end of the stud and set to allow 1" of thread of stud to protrude.
3. Install plate washers, disc springs and nuts on the expansion end of the restrainers as shown on the plans.
4. Discs shall be installed in series as shown on the plans.
5. Tighten the nuts on the cable from the expansion end of restrainer until dimension "A" is set for the given installation temperature.
6. Tighten lock nut at both ends to set cable assembly.

506.04 MEASUREMENT AND PAYMENT

THE FOLLOWING ITEM IS ADDED:

<i>Pay Item</i>	<i>Unit</i>
STRUCTURAL STEEL	POUNDS

SECTION 507 – CONCRETE BRIDGE DECK AND APPROACHES

507.03.02 Constructing Bridge Decks

N. Concrete Deck Surface Requirements

THE FOLLOWING IS ADDED:

3. **Surface cracks** Surface cracks that may develop in deck slabs and do not exceed 3/8 inch in depth shall be sealed with a low viscosity epoxy sealer or a low viscosity methacrylate monomer penetrating sealer that is to be approved by the Engineer. Cracks exceeding 3/8 inch in depth shall be repaired by methods that are to be approved by the Engineer. All such corrective work shall be at the Contractor's expense.

507.03.07 Concrete Bridge Approach

THE FOURTH AND FIFTH PARAGRAPH IS CHANGED TO:

Comply with the limitation of placing specified in 507.03.02.F. Place Concrete as specified in 507.03.02.H. Texture Bridge Approaches using a broom or burlap drag immediately after final Strikenoff. When using burlap drag, attach a single full width strip to the finishing machine. Clean the broom or burlap as necessary to provide a uniform texture. Cure the concrete as specified in 507.03.02.J. Follow the loading restrictions as specified in 507.03.02.M.

507.04 MEASUREMENT AND PAYMENT

THE SECOND PARAGRAPH IS CHANGED TO:

The Department will include payment for epoxy coated reinforcement steel for the bridge approach under the item CONCRETE BRIDGE APPROACH; for other concrete items, the Department will make payment for reinforcement steel under REINFORCEMENT STEEL, REINFORCEMENT STEEL, EPOXY-COATED, and REINFORCEMENT STEEL, GALVANIZED as specified in 504.04. The Department will not make a separate payment for mechanical couplers. The cost for the mechanical couplers shall be included under REINFORCEMENT STEEL, EPOXY-COATED.

THE FOLLOWING IS ADDED:

The Department will make a payment adjustment for concrete surface requirement quality in deck slabs, by the following formula:

$$\text{Pay Adjustment} = Q \times BP \times PR$$

Where:

BP = Bid Price

Q= Surface Requirement Lot Quantity

PR= percent reduction as specified in Table 507.03.02-2

SECTION 508 – BRIDGE DRAINAGE 507.04 MEASUREMENT AND PAYMENT

THE FOLLOWING IS ADDED:

This Section also describes the requirements for cleaning existing scuppers and pipes.

THE FOLLOWING SUBPART IS ADDED:

508.03.03 Cleaning Existing Scuppers and Pipes.

At least 5 days before beginning the work, submit a plan to the RE detailing the proposed method and equipment to be used. Remove and collect silt, debris, and material. Ensure that the material is not discharged into the drainage system. Dispose of material removed from the existing scuppers and pipes as specified in 202.03.08.

508.04 MEASUREMENT AND PAYMENT

THE FOLLOWING ITEMS ARE ADDED:

<i>Item</i>	<i>Pay Unit</i>
CLEAN EXISTING SCUPPERS AND PIPES	UNIT
MANHOLE ON STRUCTURE	UNIT

SECTION 511 – BULKHEAD, FENDER, AND DOLPHIN SYSTEMS

511.02.01 Materials

14 TH ON THE LIST IS CHANGED TO:

Fiberglass Reinforced Plastic Lumber (FRPL) 916.01

DIVISION 550 – STRUCTURE REHABILITATION

SECTION 551 – BRIDGE DECK REHABILITATION

551.01 DESCRIPTION

THE SUBSECTION IS CHANGED TO:

This Section describes the requirements for repairing or scarifying existing concrete bridge decks and reconstructing concrete bridge curbs, which includes the removal and replacement of existing hot mixed asphalt overlay and membrane waterproofing.

551.02 MATERIALS

551.02.01 Materials

THE FOLLOWING IS ADDED:

Joint Sealer, Hot-Poured.....	914.02
Epoxy Bonding Compound	919.07

Provide a waterproofing membrane consisting of a spray elastomer coating system with an application thickness as specified herein and not less than the thickness to which the individual supplier’s independent testing was conducted. Before the application, provide a primer approved by the supplier. Use one of the following spray applied membrane waterproofing products:

- BDM Bridge Membrane
R. J. Watson, Inc.
Bridge and Structural Engineered Systems
78 John Glenn Drive
Amherst, NY 14228
716-691-3301
www.rjwatson.com
- PmB / Blue Shield (Baytec)
PIM Corporation
201 Circle Drive No. Suite 106
Piscataway, New Jersey 08854
732-469-6224
www.pimcorp.com
- Eliminator Bridgedeck Waterproofing System
Stirling Lloyd Products, Inc.
152 Rockwell Road, Building A
Newington, CT 06111
860-666-5008
www.northamerica.stirlinglloyd.com

551.03 CONSTRUCTION

THE FOLLOWING SUBPART IS ADDED:

Rt 3 Hackensack River (EB and WB) Rehabilitation
CONTRACT NO. 008994170

551.03.03 Curb Reconstruction

- A. **Condition Survey.** The RE will perform the curb condition survey prior to commencing any above deck work. Submit written notice to the RE at least 15 days before the work site is available for a curb condition survey. The Department will schedule surveys during daylight hours unless the working time is restricted in the Contract. The RE will perform surveys only if the ambient temperature has been above 40 °F for at least 72 hours before the beginning of the survey and only if the curb is dry and free of debris. The RE will use the data obtained to determine the repair limits.

- B. **Sawcut and Removal.** Saw cut perimeter of repair areas to a 3/4-inch depth.

Remove loose and disintegrated concrete from the areas to be repaired to a sound concrete surface. Ensure that the remaining concrete is not damaged during concrete removal. Ensure that the reinforcement steel is not damaged or debonded during concrete removal. Ensure that existing conduits, junction boxes, and lighting is not damaged during concrete removal. The Contractor may remove concrete or prepare and shape repair areas with power chipping or hand tools. Do not use pneumatic hammers heavier than 33 pounds. The Contractor may start such tools in the vertical position but must immediately tilt to a 45-degree operational angle. Do not operate pneumatic hammers and chipping tools at an angle exceeding 45 degrees relative to the top surface of the curb. Do not use pneumatic hammers heavier than 20 pounds for chipping areas directly below the top longitudinal reinforcement steel.

Remove delaminated, deteriorated, and designated concrete to a minimum depth of 1 inch below the bottom of the top layer of existing reinforcement steel to a maximum depth of the thickness of the existing curb. The RE may require the Contractor to remove sound concrete to achieve the limits of the designated repairs. Collect the concrete and reuse as specified in [202.03.07.A](#).

- C. **Cleaning and Splicing Reinforcement Steel.** Clean and repair as specified in 551.03.01C.

- D. **Patching.** The Contractor may use Class HPC-1 concrete or Type 2 quick-setting patch material. When using HPC-1, provide forms for placing the concrete. Use an appropriate Epoxy Bonding Compound.

1. **Class HPC-1 Concrete.** Perform patching within the limitations specified in [504.03.02.C](#). Place concrete as specified in [405.03.02.D.1.b](#); consolidate and strike-off as specified in [405.03.02.D.1.c](#); and texture with a broom. Cure the repair areas as specified in [504.03.02.F](#).

Do not construct THRIE BEAM GUIDE RAIL, BRIDGE until the concrete has cured 72 hours and has attained a minimum strength of 4000 pounds per square inch as determined from 2 test cylinders cast during placement and field cured.

2. **Type 2 Quick Setting Patch Material.** Place according to the manufacturer's recommendations. Wet cure the patched area using wet burlap, as specified in [504.03.02.F.2](#), immediately after placing and finishing. Keep the patched area covered for a minimum of 3 hours.

Do not construct THRIE BEAM GUIDE RAIL, BRIDGE until the compressive strength has attained a minimum of 4000 pounds per square inch as determined from 2 test cylinders cast during placement.

- E. **Hot Mix Asphalt Surface Course.** As required to reconstruct the curb and as directed by the RE remove the existing bituminous overlay 1-foot minimum from the curbline and 6-inches past the limit of curb reconstruction and replace with Hot Mix Asphalt (HMA) Surface Course as specified in Section 401. Apply waterproofing membrane between the HMA Surface Course and all concrete surfaces after the patch material has cured.

Arrange for the spray applied waterproofing membrane system supplier to have a technical representative with necessary equipment to perform quality control testing at the job site during all phases of preparation and

installation.

Before applying the supplier's recommended primer, thoroughly clean the exposed surface of concrete bridge deck and curb sides up to a height of 1-inch above the top of the surface course so it is free of all foreign material such as dirt, grease, clay, dust, and salt deposit. Remove all loose and adhering foreign material using air jets, sandblasting, mechanical sweepers, hand brooms, or other approved methods. Mask surfaces to be protected.

Do not apply the primer or spray applied membrane waterproofing during wet weather conditions or when the deck and ambient temperatures are below the prescribed minimum temperature for the application of the HMA surface course. Thoroughly clean the deck and curb surfaces and ensure they are visibly dry before and during application of the primer.

Apply the primer uniformly with a squeegee, brush, or roller and work it thoroughly into the concrete surface at the rate recommended by the supplier. Apply the spray applied membrane as recommended by the supplier so that the primed surface does not become contaminated with foreign matter or moisture. Mask off surfaces where the spray application is not to contact. Provide curtains, tarpaulins, or other suitable methods to protect traffic, the surrounding environment, and adjacent features from over-spray.

Apply the primer at a rate of 130 to 200-square-feet-per-gallon. Ensure that the primed surface is tack free before application of the spray applied waterproofing membrane. Concrete surfaces may be in a damp condition before application of the spray applied waterproofing membrane. Remove ponded water with a broom before installing spray applied waterproofing membrane. If the primed surface has set for a period of 12-hours or greater before application of the spray applied waterproofing membrane, reapply the primer.

Reapply the spray applied waterproofing membrane as needed to achieve a required 80-mil thickness or to the thickness that is used for the physical property testing. Cure the spray applied waterproofing membrane for the period time recommended by the supplier. Spray apply a membrane broadcast anchoring top coat to a 30 to 40-mil thickness. Immediately install a broadcast aggregate application to achieve a minimum 70 percent coverage rate. Before installation of the HMA, install a tack coat as recommended by the supplier's guidelines. Apply the tack coat at a rate of 25-square-feet-per-gallon. Cement may be lightly broadcasted into the top coat to prevent tire or track pick up of the top coat during HMA installation.

Perform film thickness tests by measuring the wet film thickness of each course using a standard comb type thickness gauge or by measuring the dry film thickness of each course using a magnetic gauge to measure the thickness over steel coupons that are placed by the supplier at 300-square-foot intervals. Maintain spray equipment and other installation equipment in proper operating condition throughout the installation. Maintain reserve equipment for use when needed. Clean spills and over sprays with cleaning products and methods that are recommended by the supplier.

Test the adhesion of the primer to the substrate according to ASTM D4541, "Pull-Off Strength of Coatings using Portable Adhesion Testers". Conduct the tests after the primer has sufficiently cured as determined by the technical representative. Perform at least 1 test. At locations where deficient adhesion is suspected by the RE, perform tests as directed.

Rubber tired vehicles, including paving equipment, may be allowed on the deck only at such time and in such manner as approved by the RE.

551.04 MEASUREMENT AND PAYMENT

THE FOLOWING ITEM IS ADDED:

<i>Item</i>	<i>Pay Unit</i>
CURB RECONSTRUCTION, BRIDGE	LINEAR FOOT

The Department will measure and make payment for CURB RECONSTRUCTION by the Linear Foot bounded by the sawcuts in the curb for concrete removal.

DIVISION 600 – MISCELLANEOUS CONSTRUCTION

SECTION 609 – BEAM GUIDE RAIL

609.03.01 Beam Guide Rail

THE SEVENTH PARAGRAPH IS CHANGED TO:

Install flexible delineators with white retroreflective sheeting on the right side of the direction of traffic. Install flexible delineators with yellow retroreflective sheeting on the left side of the direction of traffic. Mount flexible delineators on the blockout of beam guide rail using either a “U” channel base on the I-beam blockout or a flat base attached to a wood, polymer, or other solid top blockout. Attach the base to the blockout using an adhesive recommended by the manufacturer of the base and panel.

DIVISION 700 – ELECTRICAL

SECTION 701 – GENERAL ITEMS

701.03.15 Cable and Wire

C. Connection and Coordination with Utility Services.

THE FOLLOWING IS ADDED TO THE FOURTH PARAGRAPH:

At Substantial Completion, provide the RE with the letter of transfer from each utility company to be effective the next month after Substantial Completion or as directed by the RE.

SECTION 703 – HIGHWAY LIGHTING

703.03 CONSTRUCTION

THE FOLLOWING IS ADDED:

Maintain up-to-date as-built drawings of the highway lighting system and temporary highway lighting system. Place copies of the as-built drawings in a plastic pocket mounted inside the meter cabinet, and provide a copy to the RE

If the highway lighting system or temporary highway lighting system fails or becomes damaged, repair and restore the system to normal operation. Begin repair of the signal system within 2 hours of receiving notice of damage or malfunction from the Department, State police, or local authorities. Ensure workers assigned to such repair work continuously until the lighting system is restored to normal operation.

For each response to a system failure or damage, fill out a Contractor Maintenance Emergency Call Record (Form EL-11C) and place it in a plastic pocket mounted inside the cabinet door of each controller cabinet.

If the Contractor fails to respond to a failure or damage notification and begin work within 2 hours of notification, or does not continue to work until the lighting system is restored to normal operation, the Department, in the interest of safety, will respond with its own forces to restore normal operation. If the Department mobilizes its forces to effect repairs, the Contractor agrees to pay the Department a sum of \$3000 for costs of mobilizing its forces and equipment. In addition, the Contractor must pay the Department the actual cost of material used for the repair and pay the actual costs of police traffic protection.

703.03.07 Temporary Highway Lighting System

The Contractor must design the Temporary highway lighting system, including provision for the navigation lighting, at the Route 3 WB Bridge during Stage 4 Construction.

THE SIXTH PARAGRAPH IS DELETED:

THE EIGHTH THROUGH TENTH PARAGRAPHS ARE DELETED:

DIVISION 800 – LANDSCAPING

SECTION 806 – FERTILIZING AND SEEDING

THE FOLLOWING SUBPART IS ADDED:

806.03.03 Seeding Under Bridges

Restore areas disturbed in wetlands areas under the bridge with smooth cordgrass (*Spartina alterniflora*) seed mix, paid under FERTILIZING AND SEEDING, TYPE W.

- A. Seed Application.** Remove seed from the bucket and squeeze to remove some of the saline solution. Mix the seed with a dry media such as clean kitty litter. Mix 1 bucket of seed with 5 large bags of kitty litter. Broadcast the seed/kitty litter evenly by hand or mechanical seed spreader over the disturbed area at low tide. The seeded area must be immediately “roughed up” to mix the seed into the marsh substrate, preferably with a disc harrow or drag harrow, or by dragging a section of chain link fence over the surface of the marsh to embed the seed into the marsh substrate. Simple broadcast seeding cannot be used and left “as is”, because the high tide will wash away the seed from the disturbed area.
- B. Application Rate.** A mixture of 1 bucket of seed mixed together with 5 large bags of kitty litter shall seed approximately 1 acre of disturbed area.
- C. Seeding Season.** Seed Smooth Cordgrass between March and April so the seeds will germinate and grow during the spring/summer season. All seed must be used during the season in which it is purchased.

DIVISION 900 – MATERIALS

SECTION 901 – AGGREGATES

901.11 SOIL AGGREGATE

1. Composition of Soil Aggregate.

THE FOLLOWING IS ADDED TO THE LAST PARAGRAPH:

For Designation I-14, the Contractor may use up to 30 percent steel slag by weight of the coarse aggregate portion of the soil aggregate. Obtain steel slag from a source listed on the QPL as specified in 901.01. Use steel slag that was produced as a co-product of the steel making process. Ensure that the steel slag consists of tough, durable pieces that are uniform in density and quality. Stockpile steel slag as specified in 901.02. Ensure steel slag for blending with I-14 Soil Aggregate does not exceed 0.50 percent expansion from hydration when tested according to ASTM D 4792.

SECTION 903 – CONCRETE

903.03.05 Control and Acceptance Testing Requirements

E. Acceptance Testing for Strength for Pay-Adjustment Items.

Concrete Items which are subject to pay adjustment and the base prices are as follows:

ITEMS	DESCRIPTION	UNIT	BASE PRICE
507021P	CONCRETE BRIDGE DECK	CY	\$500.00
507036P	CONCRETE BRIDGE PARAPET	LF	\$305.00

903.03.06 Tables

Table 903.03.06-2 Requirements for Structural Concrete Items

the seventh LINE under Cast-in-Place Items IS changed to: Table 903.03.06-2 Requirements for Structural Concrete Items				
	Concrete Class	Slump ¹ (inches)	Percent Air Entrainment for Coarse Aggregate ¹	
			No. 57 & No. 67	No. 8
Decks, Sidewalks, Curbs, Parapets, Concrete Patch	A	3 ± 1	6.0 ± 1.5	7.0 ± 1.5

SECTION 905 – REINFORCEMENT METALS

905.01.05 Dowels

THE ENTIRE SUBPART IS CHANGED TO:

Use plain reinforcement bars according to ASTM A 615, Grade 60. Galvanize according to ASTM A 123.

905.03.03 Dowel Bars

THE FIRST PARAGRAPH IS CHANGED TO:

For dowel bars in transverse joints, use epoxy-coated, Grade 60, plain reinforcement steel according to ASTM A 615. If shown on the Plans, use dowel bars fitted with end caps. Ensure that the end caps are non-metallic and designed to prevent the entrance of grout or mortar into the expansion void.

SECTION 911 – SIGNS, SIGN SUPPORTS, AND DELINEATORS

911.03 FLEXIBLE DELINEATORS

1. Delineator Dimensions.

b. Guide Rail Mounted.

THE ENTIRE TEXT IS CHANGED TO:

Ensure that the unit for beam guide rail mounted flexible delineators has a minimum width of 3 inches and a minimum thickness of 0.100 inch. Use units of a height that will ensure that the top of the reflective area is 5 ± 2 inches above the top of post.

Design the base of the unit to mount over the I-beam blockout or to the top of a wood or synthetic blockout, of the beam guide rail.

THE FOLLOWING IS ADDED:

- d. Construction Barrier Curb Mounted.** For construction barrier curb top mounted flexible delineators, use a delineator that is 6 x 12 inches with a minimum thickness of 0.100 inch. For construction barrier curb side mounted flexible delineators, use a delineator that is 3-1/2 x 3-1/2 inches with a minimum thickness of 0.100 inch, and that has a base that forms a “T” shape with the panel for mounting on the barrier curb and is flexible or hinged so as to return to its original position after being struck.

4. Retroreflective Sheeting.

b. Guide Rail Mounted.

THE ENTIRE TEXT IS CHANGED TO:

Ensure that the sheeting is a minimum of 3 inches square and is mounted on the upper portion of the delineator.

THE FOLLOWING IS ADDED:

- d. Construction Barrier Curb Mounted.** Ensure that the sheeting for top mounted flexible delineators is 6 x 12 inches and the sheeting for side mounted flexible delineators is 3-1/2 x 3-1/2 inches.

Submit a certification of compliance, as specified in [106.07](#), for delineators.

SECTION 912 – PAINTS, COATINGS, TRAFFIC STRIPES, AND TRAFFIC MARKINGS

912.03.01 Epoxy Traffic Stripes

B. Glass Beads.

THE FOLLOWING IS ADDED TO THE FIRST PARAGRAPH:

Ensure that glass beads do not contain more than 200 ppm of lead, 200 ppm of antimony, or 200 ppm of arsenic.

912.03.02 Thermoplastic Traffic Markings

THE FOLLOWING IS ADDED TO THE FIRST PARAGRAPH:

Ensure that glass beads do not contain more than 200 ppm of lead, 200 ppm of antimony, or 200 ppm of arsenic.

912.04.01 Latex Paint

THE FOLLOWING IS ADDED TO THE SECOND PARAGRAPH:

Ensure that glass beads do not contain more than 200 ppm of lead, 200 ppm of antimony, or 200 ppm of arsenic.

SECTION 914 – JOINT MATERIALS

914.04.01 Preformed Elastomeric (Compression Type)

B. Joint Sealer.

THE LAST SENTENCE OF THE SECOND PARAGRAPH IS CHANGED TO:

If splicing of a sealer is allowed, ensure that the sealer at the splice point has no significant misalignment at its sides or top and that misalignment at the bottom does not exceed half of the bottom wall thickness.

SECTION 917 – LANDSCAPING MATERIALS

917.05 SEED MIXTURES

917.05.01 Grass Seed Mixtures

REPLACE TABLE 917.05.01-7 TYPE W WETLAND GRASS SEED MIXTURE WITH THE FOLLOWING:

Provide Type W seed mixture as specified in 806.03.03.

ATTACHMENTS

FHWA ATTACHMENT NO. 1

REQUIRED CONTRACT PROVISIONS FEDERAL-AID CONSTRUCTION CONTRACTS

- I. General
- II. Nondiscrimination
- III. Nonsegregated Facilities
- IV. Payment of Predetermined Minimum Wage
- V. Statements and Payrolls
- VI. Record of Materials, Supplies, and Labor
- VII. Subletting or Assigning the Contract
- VIII. Safety: Accident Prevention
- IX. False Statements Concerning Highway Projects
- X. Implementation of Clean Air Act and Federal Water Pollution Control Act
- XI. Certification Regarding Debarment, Suspension Ineligibility, and Voluntary Exclusion
- XII. Certification Regarding Use of Contract Funds for Lobbying

ATTACHMENTS

- A. Employment Preference for Appalachian Contracts (included in Appalachian contracts only)

I GENERAL

1. These contract provisions shall apply to all work performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract.
2. Except as otherwise provided for in each section, the contractor shall insert in each subcontract all of the stipulations contained in these Required Contract Provisions, and further require their inclusion in any lower tier subcontract or purchase order that may in turn be made. The Required Contract Provisions shall not be incorporated by reference in any case. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with these Required Contract Provisions.
3. A breach of any of the stipulations contained in these Required Contract Provisions shall be sufficient grounds for termination of the contract.
4. A breach of the following clauses of the Required Contract Provisions may also be grounds for debarment as provided in 29 CFR 5.12:
 - Section I, paragraph 2;
 - Section IV, paragraphs 1, 2, 3, 4, and 7;
 - Section V, paragraphs 1 and 2a through 2g.
5. Disputes arising out of the labor standards provisions of Section IV (except paragraph 5) and Section V of these Required Contract Provisions shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the U.S. Department of Labor (DOL) as set forth in 29 CFR 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the DOL, or the contractor's employees or their representatives.

6. **Selection of Labor:** During the performance of this contract, the contractor shall not:
- a. discriminate against labor from any other State, possession, or territory of the United States (except for employment preference for Appalachian contracts, when applicable, as specified in Attachment A), or
 - b. employ convict labor for any purpose within the limits of the project unless it is labor performed by convicts who are on parole, supervised release, or probation.

II. **NONDISCRIMINATION**

(Applicable to all Federal-aid construction contracts and to all related subcontracts of \$10,000 or more.)

1. **Equal Employment Opportunity:** Equal employment opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (28 CFR 35, 29 CFR 1630 and 41 CFR 60) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140 shall constitute the EEO and specific affirmative action standards for the contractor's project activities under this contract. The Equal Opportunity Construction Contract Specifications set forth under 41 CFR 60-4.3 and the provisions of the American Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR 35 and 29 CFR 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:
 - a. The contractor will work with the State highway agency (SHA) and the Federal Government in carrying out EEO obligations and in their review of his/her activities under the contract.
 - b. The contractor will accept as his operating policy the following statement:
 "It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, preapprenticeship, and/or on-the-job training."
2. **EEO Officer:** The contractor will designate and make known to the SHA contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active contractor program of EEO and who must be assigned adequate authority and responsibility to do so.
3. **Dissemination of Policy:** All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:
 - a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer.
 - b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.
 - c. All personnel who are engaged in direct recruitment for the project will be instructed by the EEO Officer in the contractor's procedures for locating and hiring minority group employees.
 - d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.

- e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.
4. **Recruitment:** When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minority groups in the area from which the project work force would normally be derived.
- a. The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minority group applicants. To meet this requirement, the contractor will identify sources of potential minority group employees, and establish with such identified sources procedures whereby minority group applicants may be referred to the contractor for employment consideration.
 - b. In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, he is expected to observe the provisions of that agreement to the extent that the system permits the contractor's compliance with EEO contract provisions. (The DOL has held that where implementation of such agreements have the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Executive Order 11246, as amended.)
 - c. The contractor will encourage his present employees to refer minority group applicants for employment. Information and procedures with regard to referring minority group applicants will be discussed with employees.
5. **Personnel Actions:** Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, national origin, age or disability. The following procedures shall be followed:
- a. The contractor will conduct periodic inspections of project sites to insure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.
 - b. The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.
 - c. The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.
 - d. The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with his obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of his avenues of appeal.
6. **Training and Promotion:**
- a. The contractor will assist in locating, qualifying, and increasing the skills of minority group and women employees, and applicants for employment.
 - b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs, i.e., apprenticeship, and on-the-job training programs for the geographical area of contract performance. Where feasible, 25 percent of apprentices or trainees in each occupation shall be in their first year of apprenticeship or training. In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision.

- c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.
 - d. The contractor will periodically review the training and promotion potential of minority group and women employees and will encourage eligible employees to apply for such training and promotion.
7. **Unions:** If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use his/her best efforts to obtain the cooperation of such unions to increase opportunities for minority groups and women within the unions, and to effect referrals by such unions of minority and female employees. Actions by the contractor either directly or through a contractor's association acting as agent will include the procedures set forth below:
- a. The contractor will use best efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minority group members and women for membership in the unions and increasing the skills of minority group employees and women so that they may qualify for higher paying employment.
 - b. The contractor will use best efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, national origin, age or disability.
 - c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the SHA and shall set forth what efforts have been made to obtain such information.
 - d. In the event the union is unable to provide the contractor with a reasonable flow of minority and women referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, national origin, age or disability; making full efforts to obtain qualified and/or qualifiable minority group persons and women. (The DOL has held that it shall be no excuse that the union with which the contractor has a collective bargaining agreement providing for exclusive referral failed to refer minority employees.) In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the SHA.
8. **Selection of Subcontractors, Procurement of Materials and Leasing of Equipment:** The contractor shall not discriminate on the grounds of race, color, religion, sex, national origin, age or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment.
- a. The contractor shall notify all potential subcontractors and suppliers of his/her EEO obligations under this contract.
 - b. Disadvantaged business enterprises (DBE), as defined in 49 CFR 23, shall have equal opportunity to compete for and perform subcontracts which the contractor enters into pursuant to this contract. The contractor will use his best efforts to solicit bids from and to utilize DBE subcontractors or subcontractors with meaningful minority group and female representation among their employees. Contractors shall obtain lists of DBE construction firms from SHA personnel.
 - c. The contractor will use his best efforts to ensure subcontractor compliance with their EEO obligations.
9. **Records and Reports:** The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following completion of the contract work and shall be available at reasonable times and places for inspection by authorized representatives of the SHA and the FHWA.

- a. The records kept by the contractor shall document the following:
 1. The number of minority and non-minority group members and women employed in each work classification on the project;
 2. The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women;
 3. The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minority and female employees; and
 4. The progress and efforts being made in securing the services of DBE subcontractors or subcontractors with meaningful minority and female representation among their employees.
- b. The contractors will submit an annual report to the SHA each July for the duration of the project, indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on Form FHWA-1391. If on-the-job training is being required by special provision, the contractor will be required to collect and report training data.

III. NONSEGREGATED FACILITIES

(Applicable to all Federal-aid construction contracts and to all related subcontracts of \$10,000 or more.)

- a. By submission of this bid, the execution of this contract or subcontract, or the consummation of this material supply agreement or purchase order, as appropriate, the bidder, Federal-aid construction contractor, subcontractor, material supplier, or vendor, as appropriate, certifies that the firm does not maintain or provide for its employees any segregated facilities at any of its establishments, and that the firm does not permit its employees to perform their services at any location, under its control, where segregated facilities are maintained. The firm agrees that a breach of this certification is a violation of the EEO provisions of this contract. The firm further certifies that no employee will be denied access to adequate facilities on the basis of sex or disability.
- b. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, timeclocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive, or are, in fact, segregated on the basis of race, color, religion, national origin, age or disability, because of habit, local custom, or otherwise. The only exception will be for the disabled when the demands for accessibility override (e.g. disabled parking).
- c. The contractor agrees that it has obtained or will obtain identical certification from proposed subcontractors or material suppliers prior to award of subcontracts or consummation of material supply agreements of \$10,000 or more and that it will retain such certifications in its files.

IV. PAYMENT OF PREDETERMINED MINIMUM WAGE

(Applicable to all Federal-aid construction contracts exceeding \$2,000 and to all related subcontracts, except for projects located on roadways classified as local roads or rural minor collectors, which are exempt.)

1. General:

- a. All mechanics and laborers employed or working upon the site of the work will be paid unconditionally and not less often than once a week and without subsequent deduction or rebate on any account [except such payroll deductions as are permitted by regulations (29 CFR 3) issued by the Secretary of Labor under the Copeland Act (40 U.S.C. 276c)] the full amounts of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment. The payment shall be computed at wage rates not less than those contained in the wage determination of the Secretary of Labor (hereinafter "the wage determination") which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor or its subcontractors and such laborers and mechanics. The wage determination (including any additional classifications and wage rates

conformed under paragraph 2 of this Section IV and the DOL poster (WH-1321) or Form FHWA-1495) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers. For the purpose of this Section, contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act (40 U.S.C. 276a) on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of Section IV, paragraph 3b, hereof. Also, for the purpose of this Section, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs, which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in paragraphs 4 and 5 of this Section IV.

- b. Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein, provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed.
- c. All rulings and interpretations of the Davis-Bacon Act and related acts contained in 29 CFR 1, 3, and 5 are herein incorporated by reference in this contract.

2. **Classification:**

- a. The SHA contracting officer shall require that any class of laborers or mechanics employed under the contract, which is not listed in the wage determination, shall be classified in conformance with the wage determination.
- b. The contracting officer shall approve an additional classification, wage rate and fringe benefits only when the following criteria have been met:
 - 1. the work to be performed by the additional classification requested is not performed by a classification in the wage determination;
 - 2. the additional classification is utilized in the area by the construction industry;
 - 3. the proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination; and
 - 4. with respect to helpers, when such a classification prevails in the area in which the work is performed.
- c. If the contractor or subcontractors, as appropriate, the laborers and mechanics (if known) to be employed in the additional classification or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the DOL, Administrator of the Wage and Hour Division, Employment Standards Administration, Washington, D.C. 20210. The Wage and Hour Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.
- d. In the event the contractor or subcontractors, as appropriate, the laborers or mechanics to be employed in the additional classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Wage and Hour Administrator for determination. Said Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

- e. The wage rate (including fringe benefits where appropriate) determined pursuant to paragraph 2c or 2d of this Section IV shall be paid to all workers performing work in the additional classification from the first day on which work is performed in the classification.

3. Payment of Fringe Benefits:

- a. Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor or subcontractors, as appropriate, shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly case equivalent thereof.
- b. If the contractor or subcontractor, as appropriate, does not make payments to a trustee or other third person, he/she may consider as a part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, provided, that the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

4. Apprentices and Trainees (Programs of the U.S. DOL) and Helpers:

- a. Apprentices:
 - 1. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the DOL, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State apprenticeship agency recognized by the Bureau, or if a person is employed in his/her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Bureau of Apprenticeship and Training or a State apprenticeship agency (where appropriate) to be eligible for probationary employment as an apprentice.
 - 2. The allowable ratio of apprentices to journeyman-level employees on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any employee listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate listed in the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor or subcontractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman-level hourly rate) specified in the contractor's or subcontractor's registered program shall be observed.
 - 3. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeyman-level hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator for the Wage and Hour Division determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination.
 - 4. In the event the Bureau of Apprenticeship and Training, or a State apprenticeship agency recognized by the Bureau, withdraws approval of an apprenticeship program, the contractor or subcontractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the comparable work performed by regular employees until an acceptable program is approved.
- b. Trainees:

1. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the DOL, Employment and Training Administration.
 2. The ratio of trainees to journeyman-level employees on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed.
 3. Every trainee must be paid at not less than the rate specified in the approved program for his/her level of progress, expressed as a percentage of the journeyman-level hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman-level wage rate on the wage determination which provides for less than full fringe benefits for apprentices, in which case such trainees shall receive the same fringe benefits as apprentices.
 4. In the event the Employment and Training Administration withdraws approval of a training program, the contractor or subcontractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.
- c. **Helpers:**
 Helpers will be permitted to work on a project if the helper classification is specified and defined on the applicable wage determination or is approved pursuant to the conformance procedure set forth in Section IV.2. Any worker listed on a payroll at a helper wage rate, who is not a helper under a approved definition, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed.

5. Apprentices and Trainees (Programs of the U.S. DOT):

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeymen shall not be greater than permitted by the terms of the particular program.

6. Withholding:

The SHA shall upon its own action or upon written request of an authorized representative of the DOL withhold, or cause to be withheld, from the contractor or subcontractor under this contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements which is held by the same prime contractor, as much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the SHA contracting officer may, after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

7. Overtime Requirements:

No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers, mechanics, watchmen, or guards (including apprentices, trainees, and helpers described in paragraphs 4 and 5 above) shall require or permit any laborer, mechanic, watchman, or guard in any workweek in which he/she is employed on such work, to work in excess of 40 hours in such workweek unless such laborer, mechanic, watchman, or guard receives compensation at a rate not less than one-and-one-half times his/her basic rate of pay for all hours worked in excess of 40 hours in such workweek.

8. Violation:

Liability for Unpaid Wages; Liquidated Damages: In the event of any violation of the clause set forth in paragraph 7 above, the contractor and any subcontractor responsible thereof shall be liable to the affected employee for his/her unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory) for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer, mechanic, watchman, or guard employed in violation of the clause set forth in paragraph 7, in the sum of \$10 for each calendar day on which such employee was required or permitted to work in excess of the standard work week of 40 hours without payment of the overtime wages required by the clause set forth in paragraph 7.

9. Withholding for Unpaid Wages and Liquidated Damages:

The SHA shall upon its own action or upon written request of any authorized representative of the DOL withhold, or cause to be withheld, from any monies payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph 8 above.

V. STATEMENTS AND PAYROLLS

(Applicable to all Federal-aid construction contracts exceeding \$2,000 and to all related subcontracts, except for projects located on roadways classified as local roads or rural collectors, which are exempt.)

1. Compliance with Copeland Regulations (29 CFR 3):

The contractor shall comply with the Copeland Regulations of the Secretary of Labor which are herein incorporated by reference.

2. Payrolls and Payroll Records:

- a. Payrolls and basic records relating thereto shall be maintained by the contractor and each subcontractor during the course of the work and preserved for a period of 3 years from the date of completion of the contract for all laborers, mechanics, apprentices, trainees, watchmen, helpers, and guards working at the site of the work.
- b. The payroll records shall contain the name, the social security number of each such employee; his or her correct classification; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalent thereof the types described in Section 1(b)(2)(B) of the Davis Bacon Act); daily and weekly number of hours worked; deductions made; and actual wages paid. In addition, for Appalachian contracts, the payroll records shall contain a notation indicating whether the employee does, or does not, normally reside in the labor area as defined in Attachment A, paragraph 1. Whenever the Secretary of Labor, pursuant to Section IV, paragraph 3b, has found that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in Section 1(b)(2)(B) of the Davis Bacon Act, the contractor and each subcontractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, that the plan or program has been communicated in writing to the laborers or mechanics affected, and show the cost anticipated or the actual cost incurred in providing benefits. Contractors or

subcontractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprentices and trainees, and ratios and wage rates prescribed in the applicable programs.

- c. Each contractor and subcontractor shall furnish, each week in which any contract work is performed, to the SHA resident engineer a payroll of wages paid each of its employees (including apprentices, trainees, and helpers, described in Section IV, paragraphs 4 and 5, and watchmen and guards engaged on work during the preceding weekly payroll period). The payroll submitted shall set out accurately and completely all of the information required to be maintained under paragraph 2b of this Section V. This information may be submitted in any form desired. Optional Form WH-347 is available for this purpose and may be purchased from the Superintendent of Documents (Federal stock number 029-005-0014-1), U.S. Government Printing Office, Washington, D.C. 20402. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors.
- d. Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his/her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:
 1. that the payroll for the payroll period contains the information required to be maintained under paragraph 2b of this Section V and that such information is correct and complete;
 2. that such laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in the Regulations, 29 CFR 3;
 3. that each laborer or mechanic has been paid not less than the applicable wage rate and fringe benefits or cash equivalent for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.
- e. The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 2d of this Section V.
- f. The falsification of any of the above certifications may subject the contractor to civil or criminal prosecution under 18 U.S.C. 1001 and 31 U.S.C. 231.
- g. The contractor or subcontractor shall make the records required under paragraph 2b of this Section V available for inspection, copying, or transcription by authorized representatives of the SHA, the FHWA, or the DOL, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the SHA, the FHWA, the DOL, or all may, after written notice to the contractor, sponsor, applicant, or owner, take such actions as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

VI. RECORD OF MATERIALS, SUPPLIES, AND LABOR

1. On all Federal-aid contracts on the National Highway System, except those which provide solely for the installation of protective devices at railroad grade crossings, those which are constructed on a force account or direct labor basis, highway beautification contracts, and contracts for which the total final construction cost for roadway and bridge is less than \$1,000,000 (23 CFR 635) the contractor shall:
 - a. Become familiar with the list of specific materials and supplies contained in Form FHWA-47, "Statement of Materials and Labor Used by Contractor of Highway Construction Involving Federal Funds," prior to the commencement of work under this contract.

- b. Maintain a record of the total cost of all materials and supplies purchased for and incorporated in the work, and also of the quantities of those specific materials and supplies listed on Form FHWA-47, and in the units shown on Form FHWA-47.
 - c. Furnish, upon the completion of the contract, to the SHA resident engineer on Form FHWA-47 together with the data required in paragraph 1b relative to materials and supplies, a final labor summary of all contract work indicating the total hours worked and the total amount earned.
2. At the prime contractor's option, either a single report covering all contract work or separate reports for the contractor and for each subcontract shall be submitted.

VII. SUBLETTING OR ASSIGNING THE CONTRACT

- 1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the State. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635).
 - a. "Its own organization" shall be construed to include only workers employed and paid directly by the prime contractor and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor, assignee, or agent of the prime contractor.
 - b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid on the contract as a whole and in general are to be limited to minor components of the overall contract.
- 2. The contract amount upon which the requirements set forth in paragraph 1 of Section VII is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.
- 3. The contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the SHA contracting officer determines is necessary to assure the performance of the contract.
- 4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the SHA contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the SHA has assured that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract.

VIII. SAFETY: ACCIDENT PREVENTION

- 1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the SHA contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract.
- 2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and health standards (29 CFR 1926) promulgated by the Secretary of Labor, in

accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 333).

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 333).

IX. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, the following notice shall be posted on each Federal-aid highway project (23 CFR 635) in one or more places where it is readily available to all persons concerned with the project:

NOTICE TO ALL PERSONNEL ENGAGED ON FEDERAL-AID HIGHWAY PROJECTS

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 1, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined not more than \$10,000 or imprisoned not more than 5 years or both."

X. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT

(Applicable to all Federal-aid construction contracts and to all related subcontracts of \$100,000 or more.)

By submission of this bid or the execution of this contract, or subcontract, as appropriate, the bidder, Federal-aid construction contractor, or subcontractor, as appropriate, will be deemed to have stipulated as follows:

1. That any facility that is or will be utilized in the performance of this contract, unless such contract is exempt under the Clean Air Act, as amended (42 U.S.C. 1857 et seq., as amended by Pub.L. 91-604), and under the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq., as amended by Pub.L. 92-500), Executive Order 11738, and regulations in implementation thereof (40 CFR 15) is not listed, on the date of contract award, on the U.S. Environmental Protection Agency (EPA) List of Violating Facilities pursuant to 40 CFR 15.20.
2. That the firm agrees to comply and remain in compliance with all the requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act and all regulations and guidelines listed thereunder.

3. That the firm shall promptly notify the SHA of the receipt of any communication from the Director, Office of Federal Activities, EPA, indicating that a facility that is or will be utilized for the contract is under consideration to be listed on the EPA List of Violating Facilities.
4. That the firm agrees to include or cause to be included the requirements of paragraph 1 through 4 of this Section X in every nonexempt subcontract, and further agrees to take such action as the government may direct as a means of enforcing such requirements.

XI. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

1. Instructions for Certification - Primary Covered Transactions:

(Applicable to all Federal-aid contracts - 49 CFR 29)

- a. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
- b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.
- c. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.
- d. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- e. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is submitted for assistance in obtaining a copy of those regulations.
- f. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
- g. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the nonprocurement portion of

the "Lists of Parties Excluded From Federal Procurement or Nonprocurement Programs" (Nonprocurement List) which is compiled by the General Services Administration.

- i. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- j. Except for transactions authorized under paragraph f of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

* * * * *

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--
Primary Covered Transactions**

- 1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. Have not within a 3-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph 1b of this certification; and
 - d. Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- 2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

* * * * *

2. Instructions for Certification - Lower Tier Covered Transactions:

(Applicable to all subcontracts, purchase orders and other lower tier transactions of \$25,000 or more - 49 CFR 29)

- a. By signing and submitting this proposal, the prospective lower tier is providing the certification set out below.
- b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
- c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.
- d. The terms "covered transaction," "debarred," "suspended," "ineligible," "primary covered transaction," "participant," "person," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules

implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

- e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
- h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

* * * * *

**Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--
Lower Tier Covered Transactions:**

- 1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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XII. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

(Applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000 - 49 CFR 20)

- 1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:
 - a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
 - b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of

Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
3. The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.

FHWA ATTACHMENT NO. 1

REQUIRED CONTRACT PROVISIONS, FEDERAL-AID CONSTRUCTION CONTRACTS (FORM FHWA-1273).

V. STATEMENTS AND PAYROLLS

2. Payrolls and Payroll Records:

THE FOLLOWING SUBPART IS CHANGED TO:

- b. The payroll records shall contain the name, the last four digits of the social security number of each such employee; his or her correct classification; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalent thereof the types described in Section 1(b)(2)(B) of the Davis Bacon Act); daily and weekly number of hours worked; deductions made; and actual wages paid. In addition, for Appalachian contracts, the payroll records shall contain a notation indicating whether the employee does, or does not, normally reside in the labor area as defined in Attachment A, paragraph 1. Whenever the Secretary of Labor, pursuant to Section IV, paragraph 3b, has found that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in Section 1(b)(2)(B) of the Davis Bacon Act, the contractor and each subcontractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, that the plan or program has been communicated in writing to the laborers or mechanics affected, and show the cost anticipated or the actual cost incurred in providing benefits. Contractors or subcontractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprentices and trainees, and ratios and wage rates prescribed in the applicable programs. Contractors or subcontractors shall maintain complete social security numbers and home addresses for employees. Government agencies are entitled to request or review all relevant payroll information, including social security numbers and addresses of employees. Contractors and subcontractors are required to provide such information upon request.

FHWA ATTACHMENT NO. 2

STANDARD FEDERAL EQUAL EMPLOYMENT OPPORTUNITY CONSTRUCTION CONTRACT SPECIFICATIONS (EXECUTIVE ORDER 11246)

1. As used in these Specifications:
 - a. Covered area means the geographical area in which the Project is located.
 - b. Director means Director, Office of Federal Contract Compliance Programs, United States Department of Labor or any person to whom the Director delegates authority.
 - c. Employer identification number means the Federal Social Security number used on the Employer's Quarterly Federal Tax Return, US Treasury Department Form 941.
 - d. Minority includes:
 - (1) Black (a person having origins in any of the black African racial groups not of Hispanic origin);
 - (2) Hispanic (a person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race);
 - (3) Asian and Pacific Islander (a person having originals in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
 - (4) American Indian or Alaskan Native (a person having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participating or community identification).
2. Whenever the Contractor, or any subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000 the provisions of these specifications and the Notice which contains the applicable goals for minority and female participation and which is set forth in the solicitations from which this contract resulted.
3. The Contractor shall implement the specific affirmative action standards provided in paragraphs 6a through p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered Construction Contractors performing construction work in geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. The Contractor is expected to make substantially uniform progress in meeting its goals in each craft during the period specified.
4. Neither the provisions of any collective bargaining agreement nor the failure by a union with whom the Contractor has a collective bargaining agreement to refer either minorities or women shall excuse the Contractor's obligations under these Specifications, Executive Order 111246, or the regulations promulgated pursuant thereto.
5. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, such apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the US Department of Labor.
6. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:

- a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The contractor shall specifically ensure that all foreman, superintendents, and other on-site supervisory personnel are aware of and carry out the Contractor's obligation to maintain such a working environment with specific attention to minority or female individual working at such sites or in such facilities.
- b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organizations' responses.
- c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority or female referral from a union, a recruitment source or community and of what action was taken with respect to each such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred back to the Contractor, this shall be documented in the file with the reason therefore, along with whatever additional actions the Contractor may have taken.
- d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the contractor a minority person or women sent by the Contractor, or when the Contractor has other information that the union referral process has impeded the Contractor's efforts to meet its obligations.
- e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the source compiles under 6b above.
- f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc; by specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.
- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination or other employment decisions including specific review of these items with on site supervisory personnel such as Superintendents, General Foremen, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.
- h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news median, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.
- i. Direct its recruitment efforts, both oral and written, to minority, female and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of applications for apprenticeship or other training by any recruitment source, the Contractor shall send written notification to organizations such as the above, describing the openings, screening procedures, and tests to be used in the selection process.

- j. Encourage present minority and female employees to recruit other minority persons and females and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's work force.
 - k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.
 - l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
 - m. Ensure that seniority practices, job classifications, work assignments and other personnel practices do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.
 - n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
 - o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction Contractor and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
 - p. Conduct a review, at least annually, of all supervisors' adherence to and performance under the Contractor's EEO policies and affirmative action obligations.
7. Contractors are encouraged to participate in voluntary associations which assist in fulfilling one or more of their affirmative action obligations (6a through p). The efforts of a Contractor association, joint contractor union, Contractor-Community, or other similar group of which the Contractor is a member and participant may be asserted as fulfilling any one or more of its obligations under 6A through p of these Specifications provided that the Contractor actively participates in the group, make every effort to assure that the group has a positive impact on the employment of minorities and females in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female work force participation, make a good faith effort to meet its individual goals and can provide access to documentation which demonstrates the effectiveness of actions taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's and failure of such a group to fulfill an obligation shall not be a defense for the Contractor's noncompliance.
 8. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women both minority and nonminority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).
 9. The Contractor shall not use the goals or affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.
 10. The Contractor shall not enter any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.
 11. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspensions, termination and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, as amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanctions and penalties shall be in violation of these specifications and Executive Order 11246 as amended.
 12. The Contractor, in fulfilling its obligations under these specifications, shall implement specific affirmative action steps, at least as extensive as those standards prescribed in paragraph 6 of these specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the

Contractor fails to comply with the requirements of the Executive Order, the implementing regulations or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.

13. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone number, construction trade, union affiliation if any, employee identification number when assigned, social security number, race, sex, status (such as mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, contractors shall not be required to maintain separate records.
14. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for the hiring of local or other area residents (such as those under the Public Works Employment Act of 1977 and the community Development Block Grant Program).
15. Noncompliance by the Contractor with the requirements of the Affirmative Action Program for Equal Employment Opportunity may be cause for delaying or withholding monthly and final payments pending corrective and appropriate measures by the Contractor to the satisfaction of the Department.

FHWA ATTACHMENT NO. 3

NOTICE OF REQUIREMENT FOR AFFIRMATIVE ACTION TO ENSURE EQUAL OPPORTUNITY (EXECUTIVE ORDER 11246)

1. The goals for minority and female participation, in the covered area, expressed in percentage terms for the Contractor's aggregate work force in each trade, on all construction work are as shown on Page 2.

These goals are applicable to all the Contractor's construction work (whether or not it is Federal or federally assisted) performed in the covered area. If the Contractor performs construction work in a geographical area located outside of the covered area, it shall apply the goals established for such geographical area where the work is actually performed. With regard to this second area, the Contractor also is subject to the goals for both its federally involved and nonfederally involved construction.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60-4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4. (3) a, and its efforts to meet the goals. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the Contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations in 41 CFR Part 60-4. Compliance with the goals will be measured against the total work hours performed.

2. The Contractor will provide the Department with written notification in triplicate within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification will list the name, address and telephone number of the subcontractor; employer identification number of the subcontractor; estimated dollar amount of the subcontract; estimated starting and completion dates of the subcontract; and the geographical area in which the contract is to be performed.
3. As used in this Notice and in the Contract resulting from this solicitation the covered area is the county or counties in which the Project is located.
4. If a project is located in more than one county, the minority work hours goal, only, will be determined by the county which serves as the primary source of hiring or, if workers are obtained almost equally from one or more counties, the single minority goal will be the average of the affected county goals.

WORK HOUR GOALS IN EACH TRADE FOR MINORITY AND FEMALE PARTICIPATION

COUNTY	MINORITY PARTICIPATION PERCENT	FEMALE PARTICIPATION PERCENT
Atlantic	18.2	6.9
Bergen	15	6.9
Burlington	17.3	6.9
Camden	17.3	6.9
Cape May	14.5	6.9
Cumberland	16	6.9
Essex	17.3	6.9
Gloucester	17.3	6.9
Hudson	12.8	6.9
Hunterdon	17	6.9
Mercer	16.4	6.9
Middlesex	15	6.9
Monmouth	9.5	6.9
Morris	17.3	6.9
Ocean	17	6.9
Passaic	12.9	6.9
Salem	12.3	6.9
Somerset	17.3	6.9
Sussex	17	6.9
Union	17.3	6.9
Warren	1.6	6.9

FHWA ATTACHMENT NO. 4

STATE OF NEW JERSEY EQUAL EMPLOYMENT OPPORTUNITY FOR CONTRACTS FUNDED BY FHWA

The parties to this Agreement do hereby agree that the provisions of NJSA 10:2-1 through 10:2-4 and NJSA 10:5-31 et seq (PL 1975, c 127, as amended and supplemented) dealing with discrimination in employment on public contracts, and the rules and regulations promulgated pursuant thereunto, are hereby made a part of this contract and are binding upon them.

During the performance of this contract, the Contractor agrees as follows:

- a. The Contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status or sex. The Contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status or sex. Such action shall include but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Division of Civil Rights/Affirmative Action setting forth provisions of this nondiscrimination clause;
- b. The Contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status or sex;
- c. The Contractor or subcontractor, where applicable, will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the Division of Civil Rights/Affirmative Action, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The notices referred to in paragraphs a and c may be obtained from the Supervising Engineer of Construction or his representative at the preconstruction conference.

FHWA ATTACHMENT NO. 5

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION ATTACHMENT FHWA FUNDED CONTRACTS

I UTILIZATION OF DISADVANTAGED BUSINESSES AS CONTRACTORS, MATERIAL SUPPLIERS AND EQUIPMENT LESSORS.

The New Jersey Department of Transportation (NJDOT) advises each contractor or subcontractor that failure to carry out the requirements set forth in this attachment shall constitute a breach of contract and, after the notification of the applicable federal agency, may result in termination of the agreement or contract by the Department or such remedy as the Department deems appropriate. Requirements set forth in this section shall also be physically included in all subcontracts in accordance with USDOT requirements.

II POLICY

It is the policy of NJDOT that Disadvantaged Business Enterprises, as defined in 49 CFR, Part 26; Titles I & V of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA); the Transportation Equity Act for the 21st Century (TEA-21); and Section V, Part B below, shall have equal opportunity to participate in the performance of contracts financed in whole or in part with federal funds under this agreement. Consequently, the DBE requirements of 49 CFR, Part 26, Subsections A, C and F apply to this agreement.

III CONTRACTOR'S DBE OBLIGATION

The NJDOT and its Contractor agree that Disadvantaged Business Enterprises, as defined in 49 CFR Part 26, Subpart A; and in the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21st Century (TEA-21), and Section V, Part B below, have equal opportunity to participate in the performance of contracts and subcontracts financed in whole or in part with federal funds provided under this agreement. In this regard, the NJDOT and all Contractors shall take all necessary and reasonable steps in accordance with 49 CFR, Part 26 to ensure that Disadvantaged Businesses are given equal opportunity to compete for and to perform on NJDOT federally funded contracts. The NJDOT and its Contractors shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of USDOT assisted contracts.

IV COMPLIANCE

To signify and affirm compliance with the provisions of this attachment, the bidder shall complete the Schedule of DBE Participation (Form A) included in the bid package and all forms and documents required in Sections VII and VIII of these provisions which will be made a part of the resulting contract.

V GOALS FOR THIS PROJECT

- A. This Project includes a goal of awarding 10 percent of the total contract value to subcontractors, equipment lessors and/or material suppliers that qualify as Disadvantaged Business Enterprises (DBEs).
 - 1. Failure to meet the minimum goal placed on this project, or to provide a "good faith effort" to meet the minimum goal, may be grounds for rejection of the bid as being non-responsive.
 - 2. As a source of information only, a Disadvantaged Business Enterprise Directory is available from the Division of Civil Rights and Affirmative Action. Use of this listing does not relieve the Contractor of their responsibility to seek out other DBE's not listed, prior to bid. If a contractor proposes to use a DBE contractor not listed in the DBE Directory, the proposed DBE firm must submit a completed certification application to the Division of Civil Rights and Affirmative Action, fifteen (15) days prior to bid date.

B. DEFINITIONS

1. Disadvantaged Business Enterprise is a firm, "Owned and controlled" by socially and economically disadvantaged individuals that is also a small business concern, as defined pursuant to Section 3 of the Small Business Act and Small Business Administration Regulations (13 CFR, Part 121) which also does not exceed the revenue cap on averaged annual gross receipts applicable to the firm's particular Standard Industrial Classification (SIC Code).
2. Owned and Controlled is defined as a firm which is at least fifty-one (51%) percent owned by one or more disadvantaged individuals, or in the case of a publicly owned business, at least fifty-one (51%) percent of the stock is owned by one or more disadvantaged individuals, and whose management and daily business operations are controlled by one or more such individuals.
3. Any individual in one of the following groups who is also a U.S. Citizen or lawfully admitted permanent resident presumed to be socially and economically disadvantaged under the DBE Program.
 - (a) Black Americans – includes any persons having origins in any of the black racial groups of Africa;
 - (b) Hispanic Americans - includes persons of Mexican, Puerto Rican, Cuban, Dominican, Central or South American, or other Spanish or Portuguese culture; or origin, regardless of race;
 - (c) Native American - includes persons who are American Indians, Eskimos, Aleuts or Native Hawaiians;
 - (d) Asian-Pacific Americans - includes persons whose origins are from Japan, China, Taiwan, Korea, Burma (Myanmar), Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Brunei, Samoa, Guam, the U.S. Trust Territories of the Pacific Islands (Republic of Palau) the Commonwealth of the Northern Mariana Islands, Macao, Fiji, Tonga, Kiribati, Juvalu, Nauru, Federated States of Micronesia or Hong Kong;
 - (e) Subcontinent Asian Americans - includes persons whose origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives Islands, Nepal or Sri Lanka;
 - (f) Women - regardless of race;
 - (g) Other - Any additional groups whose members are designated as socially and economically disadvantaged by the Small Business Administration, at such time as the SBA designation becomes effective; or a determination made by the NJDOT's Division of Civil Rights and Affirmative Action, on a case-by-case basis;

VI COUNTING DBE PARTICIPATION

- A. Each DBE is subject to a certification procedure to ensure its DBE eligibility status prior to award of contract. In order to facilitate this process it is advisable for the bidder to furnish the names of proposed DBE's to the Department fifteen (15) days before bid opening. Once a firm is determined to be a bona fide DBE by the Division of Civil Rights and Affirmative Action, the total dollar value of the contract awarded to the DBE is counted toward the applicable DBE goal.
- B. The Contractor may count toward its DBE goal only expenditures to DBE's that perform a commercially useful function in the work of a contract. A DBE is considered to perform a commercially useful function when it is responsible for execution of a distinct element of the work of a contract and carrying out its responsibility by actually performing, managing and supervising the work involved. To determine whether a DBE is performing a commercially useful function, the Contractor shall evaluate the amount of work subcontracted, industry practice and other relevant factors.
- C. If a DBE does not perform or exercise responsibility for at least 30 percent of the total cost of its contract with its own workforce, or the DBE subcontracts a greater portion of the work of a contract than would be expected on the basis of normal industry practice for the type of work involved, you must presume that it is not performing a commercially useful function.
- D. If the prime Contractor is a certified DBE, payments made to the Contractor for work performed by the Contractor will be applied toward the DBE goal. Payments made to the Contractor for work performed by non-DBE's will not be applied toward the goal.

- E. The prime Contractor may count 60 percent of its expenditures to DBE suppliers who are not Manufacturers, provided that the DBE supplier performs a commercially useful function in the supply process. The contractor may count 100% of its expenditure to DBE suppliers who are also manufacturers. Manufacturers receive 100% credit toward the DBE goal.
- F. When a DBE subcontractor sublets part of the work of its contract to another firm, the value of the subcontract work may be counted towards the DBE goals only if the subcontractor itself is a DBE. Work that a DBE subcontractor subcontracts to a non-DBE firm, does not count toward DBE goals.

VII GOOD FAITH EFFORT

To demonstrate sufficient reasonable efforts to meet the DBE contract goals, a bidder shall document the steps it has taken to obtain DBE participation, including but not limited to the following:

- A. Attendance at a pre-bid meeting, if any, scheduled by the Department to inform DBE's of subcontracting opportunities under a given solicitation.
- B. Advertisement in general circulation media, trade association publications, as well as minority-focus media for at least 20 days before bids are due. If 20 days are not available, publication for a shorter reasonable time is acceptable.
- C. Written notification to DBE's that their interest in the contract is solicited;
- D. Efforts made to select portions of the work proposed to be performed by DBEs in order to increase the likelihood of achieving the stated goal;
- E. Efforts made to negotiate with DBE's for specific sub-bids including at a minimum:
 - 1. The names, addresses and telephone numbers of DBE's that were contacted;
 - 2. A description of the information provided to DBE's regarding the plans and Specifications for portions of the work to be performed; and
 - 3. A statement of why additional agreements with DBE's were not reached;
- F. Information regarding each DBE the bidder contacted and rejected as unqualified and the reasons for the bidder's conclusion;
- G. Efforts made to assist the DBE in obtaining bonding or insurance required by the Bidder or the Department.

NOTE: If the Division of Civil Rights and Affirmative Action determines that the apparent successful low bidder has failed to meet the requirements of this section, the bidder will be afforded the opportunity for administrative consideration prior to the award or rejection of the contract. As part of the administrative reconsideration process, the bidder will have the opportunity to provide written documentation or argument concerning the issue of whether it met the goal or made adequate good faith efforts to do so. NJDOT will send the bidder a written decision on reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. The result of the reconsideration process is not administratively appealable to the USDOT.

VIII AFFIRMATIVE ACTION PLANS

- A. General contractors are required to submit their firm's Affirmative Action Program annually to the Division of Civil Rights and Affirmative Action. Until such time as these programs are submitted and approved, Contractors must have their programs in the Division of Civil Rights and Affirmative Action no later than seven (7) State business days after the date of receipt of bids.
- B. This program will include, but is not limited to the following:
 - 1. The name of the Contractor's D/ESBE Liaison Officer to administer the firm's Disadvantaged Business Program.
 - 2. An explanation of the affirmative action methods used in seeking out and considering Disadvantaged Business Enterprises as subcontractors, material suppliers or equipment lessors.
 - 3. An explanation of affirmative action methods intended to be used in seeking out and considering Disadvantaged Business Enterprises as subcontractors, material suppliers or

equipment lessors. This refers to the Contractor's ongoing responsibility, i.e., Disadvantaged Business Enterprise/Affirmative Action activities after the award of the contract and for the duration of said project.

- C. The following shall be submitted either with the bid or to the Division of Civil Rights and Affirmative Action no later than seven (7) State business days after the date of receipt of bids.
1. DBE Form "A" - Schedule of DBE Participation. List all DBE's participating in the contract listing the scope of work, dollar value and percent of total contract to be performed.
 2. Supplement to DBE Form "A" - A list of all subcontractors who submitted bids or quotes on this project.
 3. DBE Form B - Affidavit of Disadvantaged Business Enterprise. Each proposed DBE not listed in the NJDOT DBE directory must submit Form B attesting to its validity as a DBE. (All firms must be certified by the Department's D/ESBE Liaison Officer prior to award of the contract).
 4. Request for Exemption - In the event that the bidder fails to meet the specified goal, they must submit within seven State business days of the bid, a written request for exemption to the goal. This request must include a written statement addressing Items A through G in Article VII of this attachment in addition to an accounting of the reason(s) why each item in the bid proposal was not subcontracted. Submittal of such request does not imply Departmental approval. An assessment of the material will be conducted by the Department's Division of Civil Rights and Affirmative Action.

IX AFFIRMATIVE ACTION AFTER AWARD OF THE CONTRACT

If at any time following the award of contract, the Contractor intends to sublet any portion(s) of the work under said contract, or intends to purchase material or lease equipment not contemplated during preparation of bids, said Contractor shall take affirmative action:

1. To notify the Resident Engineer, in writing, of the type and approximate value of the work which the Contractor intends to accomplish by such subcontract, purchase order or lease.
2. To signify and affirm compliance with the provisions of this Section, the Contractor shall submit the Post-Award DBE Certification Form to the Regional Supervising Engineer with his application to sublet or prior to purchasing material or leasing equipment. Post Award DBE forms may be obtained from the Resident Engineer.
3. To give disadvantaged firms equal consideration with non-minority firms in negotiation for any subcontracts, purchase orders or leases.
4. If a prime contractor fails to meet its original DBE obligation, they must request an exemption to the goal following criteria in Section VIII (C)(4) and provide a good faith effort thereof. This request must include a written statement addressing each of the Good Faith Efforts outlined in Section VII, A-G.

X CONSENT BY DEPARTMENT TO SUBLETTING

The Department will not approve any subcontract proposed by the Contractor unless and until said Contractor has complied with the terms of this attachment.

XI SELECTION AND RETENTION OF SUBCONTRACTORS

- A. The Contractor is further obligated to provide the Resident Engineer with a listing of firms, organizations or enterprises solicited and those utilized as subcontractors on the proposed project. Such listing shall clearly delineate which firms are classified as disadvantaged.
- B. Efforts made to identify and retain a Disadvantaged Business Enterprise as a substitution subcontractor when the arrangements with the original DBE proved unsuccessful, shall be submitted in writing to the Department's D/ESBE Liaison Officer for approval. Work in the category concerned shall not begin until such approval is granted in writing.
- C. Notification of a subcontractor's termination will be sent to the Department by the Contractor through the Resident Engineer. Said termination notice will include the subcontractor's ethnic classification and reason for termination.

XII CONCILIATION

In cases of alleged discrimination regarding these DBE provisions and guidelines, an investigation will be undertaken by the Federal Office of Contract Compliance in conjunction with the Division of Civil Rights and Affirmative Action of the New Jersey Department of Transportation and the Federal Highway Administration.

XIII DOCUMENTATION

- A. The Department or the federal funding agencies may at any time require such information as is deemed necessary in the judgment of the Department to ascertain the compliance of any bidder or contractor with the terms of these provisions.
- B. Record and Reports.

The Contractor shall keep such records as are necessary to determine compliance with its Disadvantaged Business Enterprise Utilization obligations. The records kept by the Contractor will be designed to indicate:

 - 1. The names of disadvantaged subcontractors, equipment lessors and material suppliers contacted for work on this project.
 - 2. The type of work to be done, materials to be utilized or services to be performed other than the work of the prime contractor on the project.
 - 3. The actual dollar value of work subcontracted and awarded to DBE's.
 - 4. The progress being made and efforts taken in seeking out and utilizing Disadvantaged Business Enterprises. This would include solicitations, quotes and bids regarding project work items, supplies, leases, etc.
 - 5. Documentation of all correspondence, contacts, telephone calls, etc., to obtain the services of Disadvantaged Business Enterprises on this project.
 - 6. Records of all DBE's and non-DBEs who have submitted quotes/bids to the Contractor on the project.
- C. Submit reports, as required by the Department, on those contracts and other business transactions executed with Disadvantaged Business Enterprises in such form and manner as may be prescribed by the Department.
- D. All such records must be maintained for a period of three (3) years following acceptance of final payment and will be available for inspection by the Department.

XIV PAYMENT TO SUBCONTRACTORS

The Contractor agrees to pay its subcontractors in accordance with the Specifications.

XV NON-COMPLIANCE

Failure by the bidder to comply with the Specifications may result in rejection of the bid. The Contractor may further be declared ineligible for future Department contracts.

FHWA ATTACHMENT NO. 5 (A)

INCENTIVE PROGRAM DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION ATTACHMENT FOR FHWA FUNDED CONTRACTS

I PURPOSE.

To ensure that certified Disadvantaged Business Enterprises (DBE's), as defined in 49 CFR Part 26, have the maximum opportunity to compete for and perform on Department construction projects.

II INTENT.

To encourage prime contractors to utilize the services of DBE's who have not previously been prime contractors or subcontractors on Department projects, and afford DBE's the opportunity to again experience in Department construction contract work.

III ELIGIBILITY.

Only prime contractors and DBE's certified prior to the date of bid, or prospective DBE's that have submitted to the Division of Civil Rights/Affirmative Action on or before the day of bid a completed "New Jersey Department of Transportation Disadvantaged Business Enterprise Disclosure Affidavit" (PR-131) and all required documentation and have never been either prime contractor or subcontractor on Department construction projects will be eligible for participation in this program. A list of those eligible DBE's will be available from the Division of Civil Rights/Affirmative Action. Any bidder who submits the name of a certified first-time DBE as part of its goal commitment is also eligible. Any DBE participating in the program must submit to the prime contractor a certification that they have never been either a prime contractor or subcontractor on a Department construction project under their present name or any other name. The prime contractor shall submit this certification with their required DBE submission.

IV INCENTIVE.

Prime contractors utilizing first-time DBE's will be given a credit toward their goal percentage identified in companion document "*Disadvantaged Business Enterprise Utilization Attachment For FHWA Funded Contracts*", dated September 1987, revised January 1989, September 1992 and May 1995, equal to the actual dollar amount subcontracted to a first time DBE with the total project credit limited to two percent (2%) of the total bid price but not to exceed \$200,000. This extra credit will reduce the goal percentage award as well as be applicable to the reduced goal percentage.

V PROGRAM REQUIREMENTS.

- A. A prime contractor may present any number of first time DBE's for each project. Credit will be given only for the actual amount subcontracted up to the limits established in IV above.
- B. The prime contractor shall be responsible for the entire DBE goal percentage established for the project.
- C. Failure to use a first time DBE shall cause the original goal award percentage prior to applying first time DBE credits to remain in effect.
- D. Failure to meet the goal award percentage, coupled with a lack of good faith effort as determined by the Division of Civil Rights/Affirmative Action, will be considered to be non-compliance on the part of the prime contractor who may be placed in show cause and subsequently be grounds for rejection of the bid as nonresponsive.

FHWA ATTACHMENT NO.6

EQUAL EMPLOYMENT OPPORTUNITY SPECIAL PROVISIONS

1. General

- a. Equal employment opportunity requirements not to discriminate and to take affirmative action to assure equal employment opportunity as required by Executive Order 11246 and Executive Order 11375 are set forth in Required Contract Provisions (Form FHWA-1273) and these Special Provisions which are imposed pursuant to Section 140 of Title 23 USC, as established by Section 22 of the Federal Aid Highway Act of 1968. The requirements set forth in these Special Provisions shall constitute the specific affirmative action requirements for project activities under this contract and supplement the Equal Employment Opportunity requirements set forth in the Required Contract Provisions.
- b. The Contractor will work with the State agencies and the Federal Government in carrying out Equal Employment Opportunity obligations and in their review of activities under the contract.
- c. The Contractor and all subcontractors holding subcontracts, not including material suppliers, of \$10,000 or more, will comply with the following minimum specific requirement activities of Equal Employment Opportunity. The Contractor will include these requirements in every subcontract of \$10,000 or more with such modification of language as is necessary to make them binding on the subcontractor. (The equal employment opportunity requirements of Executive Order 11246, as set forth in Volume 6, Chapter 4, Section 1, Subsection 1 of the Federal-Aid Highway Program Manual, are applicable to material suppliers as well as contractors and subcontractors).
- d. Noncompliance by the Contractor with the requirements of the Affirmative Action Program for Equal Employment Opportunity may be cause for delaying or withholding monthly and final payments pending corrective and appropriate measures by the Contractor to the satisfaction of the Department.

2. Equal Employment Opportunity Policy

The Contractor will accept as its operating policy the following statement which is designed to further the provisions of equal employment opportunity to all persons without regard to their race, color, religion, sex, or national origin, and to promote the full realization of equal employment opportunity through a positive continuing program:

It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, color, or national origin. Such action shall include employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, preapprenticeship, and on-the-job training.

3. Equal Employment Opportunity Officer

The Contractor will designate and make known to the Department contracting officers an equal opportunity officer (hereinafter referred to as the EEO Officer) who will have the capability, authority and responsibility to effectively implement and promote an active contractor program of equal employment opportunity.

4. Dissemination of Policy

- a. All members of the Contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommended such action, or who are substantially involved in such action, will be made fully cognizant of, and will implement, the Contractor's equal employment opportunity policy and contractual responsibilities to provide equal employment opportunity in each grade and classification of employment. To ensure compliance, the following minimum actions will be taken:

- (1) An initial project site meeting with key supervisory and office personnel will be conducted before or at the start of work, and then not less than once every 6 months, at which time the Contractor's equal employment opportunity program will be reviewed and explained. The meetings will be conducted by the EEO Officer or other knowledgeable company official.
 - (2) All new supervisory and office personnel will be given a thorough indoctrination by the EEO Officer or other knowledgeable company official covering all major aspects of the Contractor's equal employment opportunity obligations within 30 days following their reporting for duty with the Contractor.
 - (3) All personnel engaged in direct recruitment for the project will be instructed by the EEO Officer or appropriate company official concerning the Contractor's procedures for locating and hiring minority and female employees.
 - b. In order to make the Contractor's equal employment opportunity policy known to all employees, prospective employees and potential sources of employees, i.e., schools, employment agencies, labor unions (where appropriate), college placement officers, etc., the Contractor will take the following actions:
 - (1) Notices and posters setting forth the Contractor's equal employment opportunity policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.
 - (2) The Contractor's equal employment opportunity policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, and/or other appropriate means.
5. Recruitment
- a. When advertising for employees, the Contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer". All such advertisements will be published in newspapers or other publications having a large circulation among minority groups in the area from which the project work force would normally be derived.
 - b. The Contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minority and female applicants, including, but not limited to, State employment agencies, schools, colleges and minority-oriented organizations. To meet this requirement, the Contractor will, through his EEO Officer, identify sources of potential minority and female employees, and establish procedures with such sources whereby applicants may be referred to the Contractor for employment consideration.

In the event the Contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, he is expected to observe the provisions of that agreement to the extent that the system permits the Contractor's compliance with the equal employment opportunity contract provisions. (The US Department of Labor has held that where implementation of such agreements have the effect of discriminating against minorities or females, or obligates the Contractor to do the same, such implementation violates Executive Order 11246, as amended).
 - c. The Contractor will encourage his present employees to refer minority and female applicants for employment by posting appropriate notices or bulletins in areas accessible to all such employees. In addition, information and procedures pertaining to the referral of applicants will be discussed with employees.

6. Personnel Actions

Wages, working conditions and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, or national origin. The following procedures shall be followed:

- a. The Contractor will conduct a project site inspection at the start of work, and periodically thereafter, to ensure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.

- b. The Contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.
- c. The Contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the Contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.
- d. The Contractor will promptly investigate all complaints of alleged discrimination made to the Contractor in connection with its obligations under this contract, and will resolve or attempt to resolve such complaints, within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, corrective action shall include such other persons. Upon completion of each investigation, the Contractor will inform complainants of available avenues of appeal.

7. Training Special Provisions

As part of the Contractor's equal employment opportunity affirmative action program, training shall be provided as follows:

The Contractor shall provide on-the-job training aimed at developing full journey people in the type of craft or job classification involved.

The number of training positions will be 5, where feasible, consisting of at least 3 APPRENTICES and 2 TRAINEES. TRAINEE HOURS= 4,300.

Apprentices are defined as registered members of an approved apprenticeship program recognized by the United States Department of Labor (USDOL) Bureau of Apprenticeship and Training (BAT) or a New Jersey State apprenticeship agency recognized by USDOL BAT (e.g., New Jersey Department of Education). Graduates of the Pre-Apprenticeship Training Cooperative Program shall be classified as apprentices. Trainees are defined as skilled, semi-skilled or lower level management individuals receiving training per one of the approved NJDOT "Revised Standard Training Guidelines" (available from the Division of Civil Rights).

Where feasible, at least 50% of the training positions will be assigned to Skilled Crafts which include but are not limited to Carpenters, Dockbuilders, Electricians, Ironworkers and Operating Engineers.

a. Contractor Submission and NJDOT Approval of the Initial Training Program.

At or after the preconstruction conference and prior to the start of work, the Contractor shall submit a training program to the Resident Engineer for his or her review and comments prior to Division of Civil Rights review and approval. The Contractor's training program shall include:

- (1) the number of trainees or apprentices to be trained in all selected Training Positions,
- (2) the Standard Program Hours for all positions,
- (3) an estimate of the Minimum Available Hours actually feasible on the project toward completion of the Standard Program Hours per position,
- (4) a training schedule of Estimated Start Dates for the apprentices or trainees, developed and coordinated with the project's work progress schedule,
- (5) Training Guidelines for all positions, and
- (6) which training will be provided by the Contractor and which by Subcontractors.

The number of apprentices and trainees shall be distributed among the work classifications on the basis of the Contractor's needs and the availability of journeypeople in the various crafts within a reasonable area of recruitment. The Contractor shall submit timely, revised training programs as required throughout the project to ensure that feasible and Maximum Available Training is provided. Maximum Available Training is defined as bringing each apprentice or trainee onto the project when work first becomes available in his/her craft and providing all available training until hours are no longer available.

b. Assignment of Training to Subcontractors

In the event that portions of the contract work are subcontracted, the Contractor shall determine how many, if any, of the apprentices or trainees are to be trained by subcontractors, provided,

however, that the Contractor shall retain the primary responsibility for meeting the training requirements imposed by these Training Special Provisions. The Contractor shall also ensure that these Training Special Provisions are made applicable to such subcontracts.

- c. Requirements for Recruitment, Selection and Approval of Apprentices and Trainees
 - (1) Apprentices or trainees should be in their first year of apprenticeship or training. The Contractor shall interview and screen trainee candidates to determine if their actual work experience is equivalent to or exceeds that offered by the training program prior to submitting candidates, via the Resident Engineer, to the Division for review and approval or disapproval.
 - (2) Training and upgrading of minorities (e.g., Blacks, Asians or Pacific Islanders, Native Americans or Alaskan Natives, Hispanics) and females toward journeyman status is a primary objective of these Training Special Provisions. Accordingly, the Contractor shall make every effort to enroll minorities and females, by conducting systematic and direct recruitment through public and private sources likely to yield minority and female apprentices or trainees, to the extent that such persons are available within a reasonable area of recruitment. This training commitment is not intended, and shall not be used, to discriminate against any applicant for training, whether a member of a minority group or not.
 - (3) No employee shall be employed as an apprentice or trainee in any position in which he or she has successfully completed a training course leading to journeyman status or in which he or she has been employed as a journeyman. The Contractor shall satisfy this requirement by including appropriate questions in the employment application or by other suitable means and by submitting an accurate and complete "Apprentice/Trainee Approval Memorandum." Regardless of the methods used, the Contractor's records should document the findings in each case.
 - (4) Skilled craft trainees may complete up to 3,000 total training hours on NJDOT projects, with an extension of an additional 1,000 hours permitted on a case-by-case basis. Semi-skilled and lower-level management trainees attain journeyman status upon completion of a training guideline and may complete up to three (3) different positions.
- d. Apprenticeship and Training Programs
 - (1) The minimum length and type of training for each position will be established in the training program selected by the Contractor and approved by NJDOT and the Federal Highway Administration. NJDOT will approve a program if it is reasonably calculated to meet the equal employment opportunity obligations of the Contractor and to qualify the average apprentice or trainee for journeyman status in the craft concerned by the end of the training period.
 - (2) Apprenticeship programs registered with the US Department of Labor, Bureau of Apprenticeship and Training, or with a State apprenticeship agency recognized by USDOL BAT and training programs approved but not necessarily sponsored by the US Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training shall also be considered acceptable provided such programs are being administered in a manner consistent with the equal employment obligations of Federal-aid highway construction contracts. Approval or acceptance of a training program shall be obtained from the NJDOT Division of Civil Rights prior to commencing work on the positions covered by the Contractor's training program. The Division will review guidelines developed by the Contractor for approval or disapproval in accordance with the Training Guideline Approval Process described in the "Revised Standard Training Guidelines". The Division will also review existing guidelines for revision based on the same process.
 - (3) It is the intention of these provisions that training be provided in construction crafts rather than clerk-typist or secretarial-type positions. Training is permitted in lower level management positions (e.g., timekeepers), where the training is oriented toward project site applications. Training in semi-skilled laborer positions is permitted provided that significant and meaningful training is available on the project site. Some offsite, classroom training (e.g., safety, first aid instruction) may be permitted as long as such training is an integral part of an approved training program and does not comprise a significant part of the overall training.
- e. Reimbursement of the Contractor for Providing Training

- (1) The Contractor will be credited for each apprentice or trainee employed on the construction site who is currently enrolled or becomes enrolled in an approved program and will be reimbursed for such apprentices or trainees as provided hereinafter. Payment will be made under the pay item Trainees at the bid price in the Proposal per person-hour of training given an employee on this contract in accordance with an approved training program. If approved, payment will be made for training persons in excess of the number specified herein. This reimbursement will be made even though the Contractor receives additional training program funds from other sources, provided such other sources do not specifically prohibit the Contractor from receiving other reimbursement. Offsite, classroom training reimbursement may only be made to the Contractor when the company does one or more of the following and the apprentices or trainees are concurrently employed on a Federal-aid project: contributes to the cost of the training and/or provides instruction to apprentices or trainees or pays their wages during the offsite, classroom training (e.g., safety, first aid instruction) period.
 - (2) The Contractor shall pay apprentices and trainees according to the project-specific New Jersey Department of Labor Prevailing Wage Rate Determination for the project.
- f. Documentation Required to be Signed by Apprentices or Trainees and provided to NJDOT
- (1) At the start of training, the Contractor shall provide the Resident Engineer and each apprentice or trainee with an applicable "Training Guideline" and, at the conclusion of training, an accurate and complete "Training Certificate for Reporting Hours to NJDOT", showing hours of training satisfactorily completed.
 - (2) The Contractor shall maintain and submit an accurate and complete "NJDOT Contractor's 1409 Quarterly Training Report" to the Resident Engineer within ten (10) days of the end of each training quarter (e.g., January 10, April 10, July 10, October 10); a copy shall also be given to each apprentice or trainee.
 - (3) The Contractor shall maintain and submit accurate and complete "Biweekly Training Reports" to the Resident Engineer, and each apprentice or trainee, as periodic reports documenting performance under these Training Special Provisions.
- g. Training and Promotion
- (1) The Contractor shall assist in locating, qualifying, and increasing the skills of minority and female employees, and applicants for employment.
 - (2) The Contractor shall advise employees and applicants for employment of available training programs and entrance requirements.
 - (3) The Contractor shall periodically review the training and promotion potential of minority and female employees and encourage eligible employees to apply for such training and promotion.
- h. Determining Good Faith Compliance
- (1) Per the approved program or guideline, the Contractor shall provide Maximum Available Training to apprentices and trainees by beginning their training as soon as feasible with the start of craft work utilizing the skill involved on the project construction site and by retaining them as long as training opportunities exist in their crafts or until their training program positions are completed.
 - (2) The Contractor shall recall apprentices or trainees released due to reductions in force when the work scope permits and they are available to return. When they are unavailable to resume training on the project site, the Contractor shall submit written proof of recall efforts and replacement candidates and/or positions in a timely manner. The Contractor shall not terminate apprentices or trainees prior to completion of their training program positions without NJDOT consultation and authorization. Apprentices or trainees are not required to be on board for the entire length of the contract.
 - (3) The Contractor shall have fulfilled the contractual responsibilities under these Training Special Provisions if the company has provided Acceptable Training to the number of apprentices or trainees specified in this contract and/or by providing the remaining hours required to complete training positions begun by apprentices or trainees on other projects. The number trained shall be determined on the basis of the total number enrolled on the contract for a significant period.
 - (4) The Contractor shall be responsible for demonstrating all steps that have been taken in pursuance of enrolling minorities and females in the training program positions, prior to a

determination as to whether the Contractor is in compliance with these Training Special Provisions.

- (5) The Contractor shall submit to the Resident Engineer written training program summaries at the 50% time and/or cost stage of the contract and also prior to project completion, describing all good faith actions and particularly addressing Maximum Available Training for incomplete training positions, per the procedure found in the revised "Instructions for Implementing the Training Special Provisions".

i. Enforcement Measures and Contractor's Rating

- (1) Payment will not be made if either the failure to provide the required training or the failure to hire the apprentice or trainee as a journey person is caused by the Contractor and evidences a lack of good faith on the part of the Contractor in meeting the requirements of these Training Special Provisions.
- (2) Per established procedures and scheduled Contract Compliance Reviews, the Contractor's performance will be rated and reviewed periodically by the Department.
- (3) Noncompliance with these Training Special Provisions may be cause for delaying or withholding monthly and final payments, pending corrective and appropriate measures by the Contractor to the satisfaction of the Department, per Item 1d of these EEO Special Provisions.

8. Unions

If the Contractor relies in whole or in part upon unions as a source of employees, the Contractor will make maximum effort to obtain the cooperation of such unions to increase opportunities for minorities and females within the unions, and to effect such union referrals to the construction project. Actions by the Contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

- a. The Contractor will use maximum effort to develop, in cooperation with the unions, joint training programs aimed at qualifying more minorities and females for union membership and increasing their skills in order to qualify for higher paying employment.
- b. The Contractor will use maximum effort to incorporate an equal employment opportunity clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, or national origin.
- c. The Contractor will obtain information concerning the referral practices and policies of the labor unions except that to the extent such information is within the exclusive possession of the labor unions and they refuse to furnish this information to the Contractor, the Contractor shall so certify to the Department and shall set forth what efforts have been made to obtain this information.
- d. In the event the unions are unable to provide the Contractor with a reasonable flow of minority and female referrals within the time limit set forth in the collective bargaining agreement, the Contractor will through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, or national origin, making full efforts to obtain qualified and/or qualifiable minorities and females. (The US Department of Labor has held that it shall be no excuse that the union with which the Contractor has a collective bargaining agreement providing for exclusive referral failed to refer minority employees). In the event the union referral practice prevents the Contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such Contractor shall immediately notify the Department.

9. Subcontracting

- a. The Contractor will use maximum effort to solicit bids from and to utilize minority subcontractors or subcontractors with meaningful minority and female representation among their employees. Contractors may use lists of minority-owned construction firms as issued by the Department.
- b. The Contractor will use maximum effort to ensure subcontractor compliance with the equal employment opportunity obligations.

10. Documents and Reports

- a. The Contractor will maintain such documents as are necessary to determine compliance with the contract's equal employment opportunity requirements. Documents will include the following:
 - (1) the number of minorities, non-minorities, and females employed in each work classification on the Project.
 - (2) the progress and efforts being made in cooperation with unions to increase employment opportunities for minorities and females (applicable only to Contractors who rely in whole or in part on unions as a source of their work force).
 - (3) the progress and efforts being made in locating, hiring, training, qualifying, and upgrading minority and female employees, and
 - (4) the progress and efforts being made in securing the services of minority and female subcontractors or subcontractors with meaningful minority and female representation among their employees.
- b. All such documents must be retained for a period of 3 years following completion of the contract work and shall be available at reasonable times and places for inspection by authorized representatives of the Department and the Federal Highway Administration.
- c. The contractor and each subcontractor must submit monthly employment and wage data to the Department via a web based application using electronic Form CC-257R. Instructions for registering and receiving the authentication code to access the web based application can be found at:
http://www.state.nj.us/transportation/business/procurement/ConstrServ/documents/NJ_StimulusReportingNotification-Contractor.pdf

Instructions on how to complete Form CC257 are provided in the web application. Submit Form CC-257R through the web based application within 10 days following the end of the reporting month. Submission of this form also satisfies the requirement of the form FHWA 1391.

All employment and wage data must be accurate and consistent with the certified payroll records. The contractor is responsible for ensuring that their subcontractors comply with these reporting requirements. Failure by the contractor to submit Monthly Employment Utilization Report may impact the contractor's prequalification rating with the Department.

FHWA ATTACHMENT NO.7

SPECIAL CONTRACT PROVISIONS FOR INVESTIGATING, REPORTING AND RESOLVING EMPLOYMENT DISCRIMINATION AND SEXUAL HARASSMENT COMPLAINTS

The contractor hereby agrees to the following requirements in order to implement fully the nondiscrimination provisions of the Supplemental Specifications.

The Contractor agrees that in instances when it receives from any person working on the project site a verbal or written complaint of employment discrimination, prohibited under N.J.S.A. 10:5-1 et seq., 10:2-1 et seq., 42 U.S.C. 2000(d) et seq., 42 U.S.C. 2000 (e) et seq. and Executive Order 11246, it shall take the following actions:

1. Within one (1) working day commence an investigation of the complaint which shall include but not be limited to interviewing the complainant, the respondent, and all possible witnesses to the alleged act or acts of discrimination or sexual harassment.
2. Prepare and keep for its use and file a detailed written investigative report which includes the following information:
 - a) Investigatory activities and findings.
 - b) Dates and parties involved and activities involved in resolving the complaint.
 - c) Resolution and corrective action taken if discrimination or sexual harassment is found to have taken place.
 - d) A signed copy of resolution of complaint by complainant and contractor.

In addition to keeping in its files the above-noted detailed written investigative report, the contractor shall keep for possible future review by the Department all other records, including but not limited to, interview memos and statements.

3. Upon the request of the Department, provides to the Department within ten (10) calendar days a copy of its detailed written investigative report and all other records on the complaint investigation and resolution.
4. Take appropriate disciplinary action against any contractor employee, official or agent who has committed acts of discrimination or sexual harassment against any contractor employee or person working on the project. If the person committing the discrimination is a subcontractor employee, then the contractor is required to attempt to effectuate corrective and/or disciplinary action by the subcontractor in order to establish compliance with project's contract requirements.
5. Take appropriate disciplinary action against any contractor employee, official or agent who retaliates, coerces or intimidates any complaint and/or person who provides information or assistance to any investigation of complaints of discrimination or sexual harassment. If the person retaliating, coercing or intimidating a complainant or other person assisting an investigation is a subcontractor's employee, then the contractor is required to attempt to effectuate corrective and/or disciplinary action by the subcontractor in order to establish compliance with the project's contract requirements.
6. Ensure to the maximum extent possible that the privacy interests of all persons who give confidential information in aid of the contractor's employment discrimination investigation are protected.

In conjunction with the above requirements, the contractor shall develop and post a written sexual harassment policy for its work force.

Failure by the contractor to comply with the above requirements may be cause for the New Jersey Department of Transportation to institute against the contractor any and all enforcement proceedings and/or sanctions authorized by the contract or by state and/or federal law.